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A History of the Diplomatic Archives of Belgium

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SUCH a complete change has occurred in the opportunities for research in foreign office archives that it is almost a revolution. The private scholar, sometimes denied the privilege of examining official diplomatic materials in the beginning of the twentieth century, is now welcome in most of the western European archives and tolerated in all those of the unoccupied countries. Furthermore, the authorities have become more and more generous in making the records available, some going so far as to open up those dated as late as 1914. Historians have been quick to seize the opportunity, and they are now filling the reading rooms as never before.

It is time that the postwar conditions for research be summarized for those who would use these diplomatic documents. Such a project is now under way; it is to be a handbook with each chapter devoted to the archives of a single state in western Europe. A cooperative work, with specialists writing the individual chapters, it is not yet sufficiently advanced to be described in detail.[1]

Each chapter in the handbook will contain, *inter alia*, a brief history of the national archives it covers. The foreign ministry records of the state of Belgium, a smaller power, date only from 1830, yet the history of these archives has a significance out of proportion to their age and numbers and in addition has all the elements of a dramatic biography. Having had a significant as well as a dramatic history, the Belgian diplomatic archives deserve a more detailed account than is possible in the allotted space in the handbook.

Establishment and Early History

The Service des Archives of the Belgian Ministry of Foreign Affairs was not established until 1863, and for more than a decade thereafter it hardly deserved such formal designation. During this period a single archivist began a rudimentary system of classification, drew up memoranda, prepared historical studies, and served as a translator. Storage facilities were primitive, with no special

[1] The two editors are Lynn M. Case and the writer.

safeguards against destruction by fire or deterioration due to moisture.[2]

The establishment of an effective Service was undertaken in 1875, following a cabinet request for sufficient funds late in the preceding year. Instead of a simple bureau, a "division" was created, and Emile Banning became the first chief of the Service. Two years later he was given the grade of director and a staff of five. With experience as a journalist and as a librarian in the Bibliothèque Royale and the Ministry of Foreign Affairs, Banning was to become an honored archivist and historian.

If the first years of the Service were characterized by desuetude and inactivity, the succeeding period was one of striking achievement by the new division. It had a difficult task at best, for there were numerous lacunae in the materials, particularly in those of the 1830's and even of the following decade. To fill the gaps, Belgian legations in foreign capitals were asked to forward to Brussels certain archives and former diplomats or their families were requested to return other documents. Gradually all available records were collected or copied, and classified.[3] Most of the documents were classified and arranged chronologically, but some were collected in special dossiers on subjects of greatest interest, and were then placed in chronological order. Next the archivists went to the extraordinary length of analyzing and summarizing the individual pieces of certain categories. These summaries were drawn up by skillful analysts who were thorough in their work and who drew up pieces that are entirely trustworthy. Finally the documents were bound in attractive volumes. Catalogs or "tables chronologiques" were placed first in each volume; these contain the number assigned to each piece and the date, sender, recipient, and summary. By 1914 almost a thousand volumes had been prepared in this ideal manner. Thus the Belgian diplomatic materials were transformed from chaos to a condition that probably makes them easier to use than any other national collection.

In the meantime, in 1898 Charles Seeger had succeeded Banning as director. Among his achievements, Seeger was successful in obtaining the construction of a special room for the archives — one that was fireproof and protected from dampness. Until the archives

[2] A. Winandy, "Les Archives du Département des Affaires étrangères," pp. 3-4 of a reprint from an article in *Expansion belge, revue mensuelle illustrée* (Oct. 1913).

[3] Winandy, *op. cit.*, 5-6; special dossier, "Organisation de la direction des archives au Département des Affaires étrangères," Nov. 29, 1878, with addenda, Jan. 1880, Service des Archives, Ministère des Affaires étrangères, Brussels.

outgrew these quarters, they were as ideally housed as they were prepared for efficient use.

One decided error was made in the period. In their impatience to complete their work, the officials had the volumes bound too soon; that is, bound before all the documents had been collected. As a result, there had to be volumes of "compléments." [4]

As the war of 1914 approached, the history of the Service des Archives became more complicated. Alfred De Ridder, who succeeded Seeger, secured for it the initial deposit of the extensive "Correspondance politico-commerciale." [5] This addition, together with an increase in the amount of material in the other categories, created a heavy burden on the archivists who analyzed as well as classified the documents. This was the situation in 1914 when Belgium was overrun by the German army.

The War of 1914

When the Belgian Government fled Brussels in August 1914, there was time to remove only 10 cases of documents. While the government was in exile, these were under the charge of A. Winandy, who moved them first to Antwerp, then early in October to Dover, and soon to Le Havre, the seat of the Belgian Government for the duration of the war.

The great bulk of the diplomatic archives had been left in Brussels, as had numerous materials of the military. Although the Germans looked into these records in the first month of the occupation, they had made no extensive plans for exploiting them. All this was changed when in the middle of September they discovered in the Ministry of War the now famous folder labeled "Conventions anglo-belges," which contained a report on conversations between the Belgian chief of staff and the British military attaché. These reports were studied by high military and diplomatic authorities, who decided to use the Belgian documents in a spirited propaganda campaign against the Allies. As early as October 13, 1914, the *Norddeutsche Allgemeine Zeitung* of Berlin used the documents in a campaign of war propaganda that at times made preposterous claims. An article in the November 25 issue concluded with the

[4] Still other records of the early decades were discovered after the "compléments" were bound; so there are a few volumes of "suppléments."

[5] Winandy, *op. cit.*, p. 6. The principal collections were now: "Arrêtés royaux et ministériels," "Correspondance politique, consulats," "Correspondance politique, départements ministériels et autorités belges," "Correspondance politique, légations," "Correspondance politique, missions étrangères," as well as "Correspondance politico-commerciale."

statement that the material discovered in the Belgian archives revealed "that the Belgian Government was determined from the outset to join Germany's enemies and to make common cause with them." [6] In their milder tones, the German publications questioned Belgium's loyalty to its engagement of strict neutrality as well as Britain's respect for that neutrality. The two states, now allies, replied to the charges, and a polemic that lasted for a quarter of a century got under way.[7]

A more intensive and systematic examination of the documents by the Germans began in the spring of 1915, and this eventually led to the creation of Sektion VI of the Politischen Abteilung, in which a thorough evaluation and utilization of their finds could be made. Because most of the material was of a military and political nature, a military historian was brought in to head the new division. He was Bernhard Schwertfeger, who was released from the army to begin his duties in Brussels in February 1916.[8] When this thoroughgoing historian had had an opportunity to survey the Belgian military and diplomatic archives, he advised against continuation of the extreme propaganda line directed against Belgium. "It will not be possible," he reported, "to deduce from them a Belgian deviation from the precepts of neutrality." [9] Rather, he urged the publication of more extensive selections from the Belgian diplomatic records that would reveal the type of material used by many moderate revisionists in assessing war guilt. That is to say, he proposed (1) to change the propaganda line toward Belgium and to consider the reports of the Belgian ministers to their foreign office as the testimony of reliable, neutral, and conscientious observers; and (2) to publish a still larger number of their reports that described Ger-

[6] James Brown Scott, ed., *Diplomatic Documents Relating to the Outbreak of the World War* (London, 1916), Pt. II, p. 847. The Bavarian archivist, Pius Dirr, who claimed to have "discovered" the Belgian documents, wrote some of the propaganda pieces picturing Belgium in a prewar alliance against Germany. One of his best known works is *Belgien als französische Ostmark: Zur Vorgeschichte des Krieges* (Berlin, 1917).

[7] Perhaps the best single survey of the various views expressed through 1925 is found in Alfred De Ridder, *La violation de la neutralité belge et ses avocats* (Brussels, 1925).

[8] Oscar Freiherr von der Lancken Wakenitz, *Meine dreissig Dienstjahre, 1888-1918: Potsdam — Paris — Brussel* (Berlin, 1931), pp. 169-170.

[9] Schwertfeger to Governor General Bissing, Bethmann-Hollweg, and Moltke, May 26, 1916, as yet unpublished, but quoted in a letter to the writer, Nov. 20, 1950. The opinions of Schwertfeger were published on several occasions after the war. See *Der geistige Kampf um die Verletzung der belgischen Neutralität* [Berlin, 1919], pp. 44, 94, and *passim*; *Der Fehlspruch von Versailles: Deutschlands Freispruch aus belgischen Dokumenten, 1871-1914* [Berlin, 1921], pp. xi-xii; *Kriegsschuldfrage*, July 1929, pp. 665-691.

man prewar policy as peaceful and that criticized the policy of the Triple Entente. Because this proposal and Schwertfeger's moderation eventually proved unacceptable to certain of his superiors, he was transferred to the foreign office in Berlin in the spring of 1918.[10]

Several facts indicate that the publication of the Belgian archival material by the Germans may well have contributed indirectly to the postwar decision of the Wilhelmstrasse to initiate the publication of the monumental *Die grosse Politik*. The Belgian documents were published by the German Government not only during but also immediately after the war, with Schwertfeger finally being allowed to publish five volumes in 1919.[11] In addition, the publications were far more extensive than the usual white papers, the editors went back into the nineteenth century for some of their materials, and the results were considered worth while by the Germans.

When the Germans retreated from Brussels, the archives staff of Belgium returned to the rue de Louvain. The rooms were in disorder and the records, particularly the unbound collections, were in confusion. Nevertheless, only two of the bound volumes were missing, and when these were demanded they were returned by Germany.[12]

Between the Wars

A very discouraging task awaited the staff of the Service des Archives upon liberation in 1918. There was the disarrangement in which unwelcome occupants usually leave premises they have occupied. The inability to classify, summarize, and bind documents during the 4 years of war and the first years following had created a tremendous backlog. There was a great increase of material from such new activities as the peace conference, occupation, and reparations. Although the library and translating were transferred to other divisions, additional staff had to be recruited and trained, and quarters had to be enlarged at a time when appropriations were

[10] Lancken Wakenitz, *op. cit.*, pp. 169-170. The reason given for the rejection of Schwertfeger's proposal was "economy"; in the summer of 1918, however, he was authorized to proceed. This was so late that the five volumes of *Zur europäischen Politik: 1897-1914* did not appear until after the war — 1919 [Berlin]. In editing these volumes Schwertfeger may have been the first of the revisionist historians with extensive documents from Belgian archives to support his thesis.

[11] *Zur europäischen Politik, 1897-1914*. When Schwertfeger was asked for comments on this paragraph, he wrote (March 9, 1951) that "a certain connection" between the publication of the Brussels documents and the decision to edit the German collection "can hardly be rejected." In the same letter, he confirmed the account as related here of the role he played in the history of the archives.

[12] Information furnished in May and June 1949, in personal interviews with Director A. Henri Lambotte, chief of the Service des Archives.

most difficult to obtain. It was unfortunate but not surprising that it was now impossible to continue the practice of summarizing the documents.

Happily, the economy practiced did not prevent the acceptance of a bargain that was offered the officials by a former archivist in Vienna. H. Schlitter, who in imperial days had been Directeur des Archives de la Maison et la Cour Imperial et de l'État, found himself without a post. He wrote De Ridder, offering to supply the Belgian office with copies of the Austrian diplomatic correspondence of interest to Belgium.[13] The offer was accepted and from time to time Schlitter forwarded the copies he made; in addition, many of the despatches in German were translated into French and attached to the German copies.[14]

This Austrian correspondence covers the years from 1833 to 1902. In addition to copies of instructions to the Austrian envoy accredited to the Belgian Court and his reports to Vienna, the volumes contain an occasional copy of other despatches concerning Belgium and of letters passing between Belgian rulers and Viennese monarchs and statesmen. The copies, typewritten for the most part, have been arranged chronologically. They are bound through the year 1853 but are not cataloged.[15] The Austrian correspondence, so useful for the study of the foreign policies of Austria and Belgium and the domestic history of Belgium in the nineteenth century, is a valuable acquisition. It is available to the investigator under the same conditions as the Belgian documents.

Their cramped quarters did not cause the Belgian archivists to discard the numerous press clippings collected through the years. These had been considered essential by the successive Belgian ministers, who followed closely the public opinion of the great powers that had guaranteed Belgian neutrality. There is, in fact, an extensive collection of press articles in addition to those inclosed in the reports of diplomatic representatives.[16]

Those who have used the Belgian Service archives since the war

[13] One compensation the former archivist would receive was the use of a small office in the Department of Archives, a building that was heated in the cold months of postwar Vienna.

[14] Information furnished in May and June 1949, in interviews with A. Henri Lambotte, who had personal knowledge of the arrangement and consulted the correspondence with Schlitter.

[15] Unfortunately, some of the paper used is quite thin, and when the lines on each side of the sheet happen to coincide, these pages are almost illegible.

[16] For a description of these holdings, see the author's "The Value of the Belgian Foreign Office Archives to Students of Public Opinion," in *Public Opinion Quarterly*, XV (Spring, 1951), pp. 140-142.

of 1914 have noticed at once the peculiar arrangement of most of the volumes; they are not on shelves, as would be expected, but in boxes or cases. These wooden cases are about 4 feet long, a foot deep, and over a foot high. Plain in appearance, they are of stout construction, with hand-holds cut in each end and a catch on the front that can be opened easily or clamped tightly shut. The reason for this unconventional housing is logical and the action is typically Belgian. The officials were determined to retain possession of the documents during any future occupation of their country and so to prevent a repetition of their use by an enemy as in 1914-18. The problem was solved by placing most of the volumes in these cases, which could be quickly loaded into trucks and rushed to a place of safety after, or even before, any removal of the government.

Upon the invasion of Poland in 1939, certain further precautions and preliminary preparations were taken by the staff of the Service. The remaining dossiers were placed in the cases numbered according to the collections and were sealed. In addition many documents not under the immediate control of the Service were likewise prepared for quick removal. Next, certain *archives mortes* were sent to Ostend, and others were stored in Brussels, where they were less likely to be discovered (and they were not). The entire staff awaited with apprehension signs of any approaching invasion of their country.[17]

The War of 1939

The precautions were well taken. The Germans, determined to seize and use the documents, had set up an organization in their foreign office and had assigned special military detachments for that very purpose. German documents show that on May 11, the day after the invasion of Belgium, Holland, and Luxemburg, these detachments were alerted and briefed as to their duties. They were to be ready either to occupy and hold various bureaus in these states or to rush the documents by the most rapid means possible to the Wilhelmstrasse, after taking precautions to conceal the identity of the contents of the carriers.[18] Perhaps the Nazi authorities real-

[17] A. Henri Lambotte, "Les Archives des Affaires étrangères pendant la guerre," pp. 3-4 of reprint from *Revue générale belge* (Apr. 1947). Director A. Winandy was chief of the Service preceding and during these preparations for a quick evacuation.

[18] Memorandum, Berlin, May 11, 1940, Ad. Protocol A. 8191. It is difficult to follow the usual method of citation or even to be certain of the proper citation of the recent German documents used here and below because they were photostated immediately after the war and before they were classified in the usual manner. These photostats are deposited in the Service des Archives.

ized that the imperial government had not anticipated the seizure and use of the Belgian documents in the preceding war and that their exploitation in the beginning of the propaganda campaign had been bungled. At any rate, before the fall of Brussels in 1940, the invaders had formulated detailed plans for the seizure of the records.

The Nazi official who was made responsible for the documents in Brussels appears to have been Baron von Künsberg, a secretary of legation.[19] Those delegated by the protocol service of the German foreign office to seize the documents of Belgium and Holland met at Düsseldorf on May 15. As Holland had fallen to German arms, most of the functionaries charged with these duties in the Netherlands now left for the Hague, Amsterdam, and Rotterdam, for they were interested as well in consular archives and commune records, especially evacuation plans. A Dr. Zeitschel[20] appears to have been in charge of the special group, the Sonderkommando, which was to go into Brussels with the vanguard of German troops and then to padlock and guard the offices housing the documents. He located the army corps that was expected to capture Brussels, and with men from the Geheimfeldpolizeigruppe and 10 well-armed motorcyclists at his disposal he awaited the entry into Brussels. On the afternoon of May 17 it was apparent that resistance was stronger than expected and that the Belgian capital would not fall before the following day. Although only 10 kilometers outside Brussels, Zeitschel and his Sonderkommando had about resigned themselves to the delay. While his group was discussing the matter, equally distressed propaganda officials arrived on the scene. They had reported to Berlin that Brussels would be occupied that afternoon; in fact, they knew that in 25 minutes the German radio would broadcast news of the entry. This was sufficient to bring a decision to combine forces and attempt to enter Brussels at once. The group that was interested in the documents, together with the propagandists who were determined to have their information proved correct, thereupon dashed for Brussels. On the way they encountered the Spanish embassy's chargé d'affaires, who gave them the latest information on conditions in Brussels. Arrived in the city, they occupied the offices of various ministries and the principal embassies and, to their "greatest joy," were just in time to hear the Berlin

[19] Telegram, Kordt to the German Ministry of Foreign Affairs, May 17, 1940. A09001.

[20] This must have been Carl Theo Zeitschel, who had been employed in propaganda activities for the Wilhelmstrasse before the war and who became counsellor to the German Embassy in France after the French capitulation.

broadcast of the news of the German entry into Brussels. The main forces occupied Brussels the next evening, May 18.[21]

The joy and pleasure at the successful coup by these men was not shared by Künsberg after he had had time to investigate. This German official reported that the offices were in great disorder, with many documents missing. He had some 200 offices carefully searched, various safes and cases opened, and all material that might be of interest to the German foreign office loaded on trucks and sent to Berlin. In time the German ambassador in Brussels, Adolph von Moltke, was called in to make sure that there remained in the offices no material of interest to the Wilhelmstrasse. Papers from the home of Foreign Minister Henri Spaak were likewise taken.[22]

In the meantime the Nazis had turned detectives and had made a determined effort to follow and overtake the Belgians, who were thought to be fleeing with their archives. The invaders soon learned that the documents they sought had been transported in the direction of Ghent. With the first troops to enter that city, there went two of the Kommandos. Again they were too late, but they did learn that the archives had been transported to Ostend.[23]

The capture of Ostend and the search there must have been still more disappointing, and the Germans were now positive that preliminary preparations for evacuation had been made some months earlier. Hearing that a few hundred cases had been transported into France, they continued the search in that country.[24] At Poitiers, 1,500 cases were located; and, in the hope that they were the documents so long sought, the cases were forwarded to Berlin. When it was found that these, like those left in Brussels, were of slight value, it was finally realized that the significant papers had been sent to Britain.[25] The missing cases of documents were, indeed, on the northwest coast of Wales.

[21] Zeitschel to the Service of Protocol, German Embassy, Brussels, May 23, 1940, no. 16, D.511204-5-6.

[22] Künsberg to the German Ministry of Foreign Affairs, Brussels, May 30, 1940; note, Künsberg to Halem, Berlin, Oct. 8, 1940, Rgen I/4-179. In the former Künsberg errs in giving the date of occupation of the offices as May 18.

[23] Report, Künsberg to the Ministry of Foreign Affairs, Brussels, May 30, 1940; report of Schmidt, Feldpolizei Kommandant, May 22, 1940, D.51/207.

[24] Telegram, Künsberg to Ministry of Foreign Affairs, May 29, 1940, apparently from Ostend, HNOX 906. A United Press dispatch of May 31, 1940, carried a report that the Belgian foreign office archives had been scattered, and "have been almost entirely located and continue to arrive at Poitiers by truck," (*New York Times*, June 1, 1940, p. 2, c. 2).

[25] Note, Künsberg to Halem, Oct. 8, 1940, Rgen I/4-179. See also a supplementary report on Belgium by Berswordt, May 15-June 14, 1940, 18.X11.40.

Hoping that the archives could be seized after the conquest of Great Britain, the Sonderkommando sought to compile a list of employees of the Belgian Ministry of Foreign Affairs who had made their way across the channel.[26] As late as the end of January 1941, Baron von Künsberg was still seeking to learn the positions held by these foreign office employees, together with their new places of residence.[27]

It is surprising that the German authorities, who had planned so carefully for the seizure and use of the documents, were so poorly informed about Belgian precautions to prevent their seizure, especially since no effort had been made to keep the precautions a secret and those who asked had been given the reason for the use of cases rather than shelves.

As mentioned above, the *archives mortes* had been shipped to Ostend before Belgium was invaded. The evacuation of the remaining archives of the various ministries had been begun on May 12, 1940, 2 days after the invasion began and 5 days before the fall of Brussels. They were transported directly to Ostend, whence, if it proved necessary, they could be moved to either France or England. The timetable for the removal was 72 hours, but less than 27 were required.[28]

Several days later, as the Nazis swept through northern France, two packet ships were requisitioned and the loading of the cases began. One of the principal problems in transporting the archives during the hectic military crisis was to find the manpower needed to handle the cases. In Ostend the communal authorities cooperated by calling upon a number of men on the relief rolls, even including some with physical disabilities, to help load the ships. When 100 tons of service cases had been put aboard, German bombers appeared; and the ships put to sea without taking on the remaining cases. Those left on the dock were shipped to Poitiers and were the ones later found by the Nazis to be of so little interest, being neither political nor military archives. Director Charles Lecharlier, chief of the Service, left Ostend for Poitiers and Assistant Director Lambotte followed the other documents to Britain. One ship docked at

[26] Note, Künsberg to Lutter, Berlin, Sept. 4, 1940.

[27] Künsberg to Bargen, Berlin, Nov. 16, 1940, Rgen I/4-248; Künsberg to the delegation of the Ministry of Foreign Affairs at Brussels and intended for Bargen, counselor of the embassy, Berlin, Nov. 29, D.511170; Bargen to the Ministry of Foreign Affairs for Künsberg, Brussels, Jan. 13, Rgen 7/4-248/Ang. II or D.511169; Künsberg to the Special Group in the Ministry of Foreign Affairs, Berlin, Jan 31, no. D.511168 or K/LG-153/42.

[28] Lambotte, "Les Archives des Affaires étrangères," p. 4 of a reprint from *Revue générale belge* (Apr. 1947).

Folkestone, and the cases in its cargo were removed to London and stored temporarily in the Public Record Office. The other anchored at Southampton, and its cargo was placed in the Bank of England's branch in that city.[29]

Even then, with heavy bombing and possible invasion, the documents were far from safe. The Belgian ambassador, Baron de Cartier de Marchienne, soon obtained the use of a tower of the ancient castle of Caernarvon on the northwestern coast of Wales, opposite the island of Anglesey. Again the problems of labor and transportation had to be solved, but during the middle of June the removal of the cases to the Queen's Tower of Caernarvon Castle was completed. This was no mean accomplishment, the transportation of the cases by truck coming as it did just after the fall of Dunkirk. The 2,000 cases were by this time completely disarranged and there was no opportunity to place them in their proper order. Nevertheless, Lambotte set up a tiny office in a space originally intended to house medieval archers, and he listed the cases and their new locations.[30] Soon he was able to serve the Belgian ministers in exile almost as if the government and documents were still in Brussels.[31]

The Belgian and British officials were even yet not completely satisfied as to the safety of the documents, and a concrete roof was constructed over the tower to protect them from incendiary bombs. When invasion of Great Britain seemed probable, they considered transporting the archives to America, despite the danger from German submarines.[32]

The Postwar Period

Shortly after the liberation of Belgium and the return of the government, the archives were shipped back to Brussels. During the Nazi counterattack of December 1944, there were anxious hours in the rue de Louvain over the possibility of another evacuation. Since this was not necessary, the Service des Archives was soon reestab-

[29] Lambotte, *op. cit.*, p. 4. Jean Billens supervised the removal of cases from the several governmental services. Lecharlier, Lambotte, and Jean Balteaux, director of the foreign office library, were the men primarily responsible for this successful and rapid evacuation.

[30] Lambotte, *op. cit.*, pp. 4-5.

[31] Much credit should be given to A. Henri Lambotte for his encyclopedic knowledge of the documents, his ingenuity, and his devotion to duty as assistant director and later as acting director of the Service. During the time the archives were being transported, he was suffering from a painful illness.

[32] Information furnished in May and June 1949 in personal interviews with A. Henri Lambotte.

lished in quarters more extensive than before and with peace the staff was increased. By 1947 conditions for research in the foreign archives of Belgium were better than in prewar years, and more investigators are using them than ever before.

Visitors find that the present director, A. Henri Lambotte, and his very competent staff are unfailingly cordial, and their kindness is matched only by their knowledge of the materials in the archives. These more than make up for the plainness of the appointments of the reading room; for, since the Service outgrew the special facilities prepared about the turn of the century, it has been forced to adapt itself to the existing space of a conventional office building well in its second century of use.

The history of these archives illustrates the significance now attached to the protection of diplomatic documents from seizure by enemies who may consider them a first objective. Realizing fully this possible use by the enemy, the Belgian authorities were successful in keeping possession of their important documents during the war of 1939, in preserving them almost intact, and in experiencing only slight interruption in their use. The Belgian experience is in direct contrast to that of several other states. In The Hague, officials who wanted to prevent the possible use of Dutch records by the Nazis burned many of their foreign office prewar records in the few days preceding the Nazi occupation. After the fall of Paris, some of the French materials were taken to Germany (these have not been recovered); others were lost in the Quai d'Orsay fire, which started during the liberation and interrupted the service. Several Norwegian foreign office documents seized in Oslo make up a section of the German "White Book No. 4," and are used as the basis for the claim that "the Norwegian government had abandoned neutrality" before the Nazi attack.[33]

Although successfully eluding German seizure during the past war by the ingenious method described above, the archival officials in Belgium today doubt that the precautions that then proved successful would be so again, considering the ever-increasing speed of armies and the number of documents. Hence the diplomatic records are being microfilmed; in this form, it would be a relatively simple task to rush the copies to a place of safety and to destroy the originals. It remains to be seen whether the current Belgian authorities are being overcautious, or whether they are as foresighted as their predecessors of the 1920's.

[33] *British Designs on Norway, Documents Concerning the Anglo-French Policy of Extending the War* (German Library of Information, New York, 1940), pp. xii, 59-68.

The State Archives of Colorado

By DOLORES C. RENZE

State Archives Division
Historical Society of Colorado

IN discussing the background for the creation and development of the Division of State Archives of the State Historical Society of Colorado, it is necessary to do an "Alice Through the Looking Glass" and pick out those events which primarily led to recognition of the need for such an organization. Perhaps the original impetus came from the Historical Records Survey, begun in the winter of 1935-36 by the Works Progress Administration. The project was organized to compile inventories of historical materials, particularly of unpublished government documents and records, which are basic in the administration of local and State government and which provide invaluable data for students of political, economic, and social history.

The inventories produced by the Historical Records Survey are the most complete lists of records of Colorado and of its county and municipal subdivisions that have ever been made. They attempt to sketch the historical background and to describe precisely and in detail the organization and functions of the agencies whose records they list. Unfortunately, the Survey on a Nation-wide basis was terminated in August 1939. Although the work in Colorado continued under the sponsorship of the Secretary of the State of Colorado until after 1940, even then the inventories of records did not cover every department. Some of the county inventories of records were published, but most of the inventories never reached publication. The project was extensive and the resultant manuscripts represent a job of magnitude that will probably never be excelled.

This work and its cessation unquestionably spurred the members of the board and the staff of the State Historical Society to take steps toward continuing the program insofar as State records were concerned. On June 17, 1942, the board of directors appointed a committee of two — Le Roy Hafen, State historian, and Stephen Hart, member of the board, practicing attorney, and member of the legislature — to draft a bill on State archives.

While this committee studied the problem of noncurrent State records it became increasingly evident that the years had but multi-

plied the evils reported in 1867 by Hal Sayre, adjutant general of Colorado Territory, who stated:

> Immediately on my appointment to the office . . . in May last, I proceeded to take possession of the books and papers of the department, which I found — together with soiled linen, old clothes, dilapidated hats, and what appeared to be the remains of a convivial gathering — a chaotic mess carpeting the floor of the room formerly occupied by my predecessor as an office, in the Executive building at Golden City. The books and papers I collected together and moved to Central City, where I have since made my headquarters.

The committee found that through the years noncurrent documents and records had been treated in haphazard fashion. As a result many important historical records had been lost or destroyed, while unimportant ones crowded the State House vaults. It was obvious that scientific treatment of our public records was needed and that the State Historical Society of Colorado was justified in its willingness to undertake to give the State's historical records the care they deserve.

Accordingly, at the board of directors' meeting of December 16, 1942, a draft of an archives bill was submitted, and support and sponsors were solicited by members of the board of directors and the staff of the State Historical Society of Colorado.

In February 1943 the general assembly of Colorado enacted Senate Bill No. 50, providing for the preservation, destruction, or microfilming of all records of any "public office of the State of Colorado or any County, City, Municipality, District or legal subdivision thereof," and delegating the responsibility for this work to the State Historical Society of Colorado. In fulfillment of this obligation the Division of State Archives was created, and provision made for the appointment of a State archivist, effective July 1, 1943.

The first archivist appointed was Herbert O. Brayer, who was then archivist for the Denver and Rio Grande Western Railroad. Because of previous commitments, however, Mr. Brayer was unable to assume his duties until September 1, 1943. The burden and challenge of just the physical bulk and condition of the State archives was one that is met in every State — records accumulated for decades in storerooms, basements, files, corridors, attics; dusty, dry, or mouldy; in no order and in overwhelming quantities. Not the least of the problem was the apathy exhibited by the custodians of such records! Mr. Brayer approached the problem with vigor and foresight and with the complete cooperation of the board of directors of the State Historical Society.

During the first year the archivist and his assistant, Virgil Peterson, devoted their energies to making a survey of the records situation and confined action to alleviating the more acute records problems. The splendid cooperation of various departmental heads was minimized by the distressing wartime shortage of personnel and equipment. But despite the handicaps of budgetary limitations, the lack of clear statutory provisions defining records responsibility, and the need for an over-all records program, substantial progress was made. The sum of $5,300 was allocated to establish a small microfilm unit as a beginning on records processing for various State departments.

The archivist and his associate made visits to many of the county courthouses. From personal inspection, correspondence, and conversation with county officials it was determined that over half of the counties in Colorado were suffering from poor, inadequate records storage facilities; insufficient, obsolete, or inadequate equipment; and an acute shortage of personnel to handle even the current records problems.

The major accomplishment of that year was the preparation of proposals for a scientifically planned archival depository. In 1945 a special appropriation of $46,000 was made by the legislature, to be used in conjunction with other funds then on hand for the construction of especially designed archives vaults within the State Museum. In fact, a building within a building.

After a total expenditure to date of nearly $100,000 the State of Colorado has probably the finest archival layout west of the Mississippi River. In addition to the archives vaults there are a fumigator, a cleaning plant, a photographic darkroom, and complete microfilm facilities. Hundreds of thousands of important documents have been transferred to the Division of State Archives for permanent preservation; millions of copies of vital documents have been recorded on microfilm and the originals have been destroyed to save space, and many more millions of useless records have been destroyed with consequent savings to the State. A definite program of records disposal and retention has been worked out, educational work with various departmental records officers has been accomplished, and steady progress has been made on an archival program. But all of this is only a beginning. The work ahead mounts daily and there still remains a substantial backlog that will take years to eliminate. In retrospect, the beginnings were on too modest a scale, and as the division has grown and developed it has become increas-

ingly apparent that the "staff and house are too small for the growing family and activities."

To Herbert O. Brayer belongs in great measure the credit for the working organization and plant that has been established. During his various lengthy leaves of absence for work in other fields, his work was ably carried on by his assistant, Virgil Peterson, and at a later date by Garnet Brayer as associate archivist. In July 1949 Mr. Brayer resigned and the writer was appointed State archivist. The work initiated by Mr. Brayer has been continued and extended to other fields as money and personnel have become available.

The State Archives and Public Records Act of 1943 served well through the initial organization period. In the light of time and experience, however, several points proved less than satisfactory in administration of the program:

1. In the act authority was granted to the curator of history of the State Historical Society of Colorado. In actual practice this was not found practical to adhere to and a staff unit called the Division of Archives with an archivist in charge was soon established and continued to function on an extralegal basis for the period 1943-50.

2. The authority granted by the act for destruction, transfer, or microfilming of records was entirely permissive, with no authority given either the curator of history or an archivist to initiate action. As a result, a few progressive departments took action; but many, where action was badly needed, refused to countenance any planned records retention or destruction program. This very fact, because of space and equipment limitations, finally forced the legislature to adopt a more constructive program.

3. The act failed specifically to repeal a complex law of 1937 relating to county records; therefore the attorney general ruled that both acts applied to the processes of retention and destruction. This made it virtually impossible for the Division of State Archives to do much for the counties, as the 1937 law required a petition to the county court and a court order to dispose of even trivial county records.

4. The act's definition of what constituted records created some points of disagreement among the State Historical Society, the State Museum, and the State Library.

The new Public Records Act, which was passed by the legislature in March 1951, was written under extreme pressure, to act as a substitute bill for proposed legislation that would have wiped out the archives and public records program and required that *all* records in every department be destroyed after a 10-year period, this to be done by department heads with no screening and with space, equipment, and statutory limitations the only considerations. With so little time to study the matter carefully, the archivist used what

tools of reference were at hand (National Archives bulletins, materials from the Illinois State Archives, the *American Archivist*, and the like). In the final draft, the National Archives Act's definition of records was used as a basic pattern, together with a phrase excluding museum and library materials.

In the Public Records Act of 1951 the Division of State Archives is specifically established in the State Historical Society of Colorado, with the archivist in charge, and the county records law of 1937 is specifically repealed. In the event that a department should prove unwilling to initiate action, recourse for mandatory action by the archivist is provided. The Public Records Act of 1951 is possibly far from perfection, but it has smoothed our path and opened the door to more constructive work within the departments of government. It is the archivist's belief that training programs in records work (which we have initiated for departmental records officers) should be sponsored and extended by the Division of State Archives, and that a handbook of procedures should be issued. The governor in October 1951 requested each department head to designate a records officer (above clerical level) in each department or division of the State government. This individual is instructed to work closely with the State archivist and to assist in every way possible the promulgation of a constructive records program for the department involved. It is felt that the most effective program is one stimulated by education of the records officers and that the archivist must be alert and responsive to public relations in this field. With our very limited staff, however, we find ourselves having expended a great deal of time and study on the records problems of various agencies but unable to require that our recommendations be followed. What has happened is that the total number of solutions demanded has increased enormously, far beyond our physical ability to cope with them.

In the field of microphotography we have developed and extended our activities until the Division of State Archives operates and maintains one of the major installations of its kind in the Rocky Mountain region. It was soon determined that much of the needed work in various departments was so extensive that microfilming could better be done by installations within some of the departments. The archivist reviews and approves such installations and advises in their organization, set-up, and maintenance. The archivist or the deputy periodically inspects the work being done to ensure that standards required under the Public Records Act are being maintained. When microfilm work is done by the Division of State

Archives for various departments, it is done on a materials-reimbursable basis and ordinarily it is work that could not be done within the departments themselves. We do the specialized jobs that require more than run-of-the-mill technique. Even though the possibility for county and municipality work has been enlarged, we are at present, because of financial limitations, having to confine our work to emergencies or simply to clearing requests for destruction, giving advice, and furthering our educational work for records programs.

Looking to the future: We have reached the point where we must either expand our staff and physical facilities or resign ourselves to a more or less static program. The Division of State Archives expects to continue with its transfer, microfilming, and disposition of records. Because of financial and staff limitations we can now only refine, not extend, our operations; and our present permanent storage space is overflowing. What appeared to be very generous space allotments have proved to be only a generous beginning. If we are to continue to serve the public and our State government by preserving State, county, and municipal records, we shall have to have adequate storage areas for this purpose. Unquestionably, as time goes on there will be need for a separate archives building in order to do a thoroughly adequate job. Although at present we have a fine staff with excellent training and background, we are below the average of the profession insofar as salaries are concerned. Even so, the job that is being done is outstanding, and the State may well be proud of its excellent and comprehensive archival program. Indeed, the division has assumed the same role of leadership for the West that the Illinois State Archives has held for State archives departments generally. The complexity of modern government and its resultant outpouring of records and documents has expedited the development of archival programs.

We have a sound beginning covering traditional archival work, but we recognize that in the immediate future we shall increasingly have to devote a significant share of our time and energy to "records management" in both the noncurrent and current fields.

The Publication Program of the Maryland Historical Society[1]

By FRED SHELLEY

Maryland Historical Society

FROM its founding in 1844 the Maryland Historical Society has taken the position that the publication of learned papers and source materials is one of its major responsibilities.[2] In that year most of the leading citizens of Baltimore joined and supported the new society. Corresponding members — living in Maryland but more than 15 miles from Baltimore — and honorary members increased the total. The membership remained numerically small, however, seldom exceeding 500, until a decade ago when Sen. George L. Radcliffe, the president, and James W. Foster, the director, set about the task of making the society's purpose and service known to all in Maryland. Though small in numbers, the early membership was distinguished. Brantz Mayer and John H. B. Latrobe, both subsequently presidents of the society, were guiding spirits in the formative days.[3] The first president, John Spear Smith, was the son of the patriot and senator, Samuel Smith. He had both the leisure and interest to be present at the society quarters from 10 to 3 each day. Other early members include John P. Kennedy, the author, whose place in American letters is still to be de-

[1] Shortened version of a paper read at the annual meeting of the Society of American Archivists, Annapolis, Maryland, Oct. 16, 1951, and at the annual meeting of the Maryland Library Association, Baltimore, Oct. 19, 1951. The writer is indebted to Robert F. Hayes, Jr., who served as acting librarian of the society from 1902 to 1923, for information used in this paper.

[2] No comprehensive history of the society has been written. The best accounts are Brantz Mayer, *History, Possessions and Prospects of the Maryland Historical Society* (Baltimore, 1867); J. Morrison Harris, *Address Upon the Occasion of the Celebration of the Fiftieth Anniversary of the Organization of the Maryland Historical Society* (Baltimore, 1897); Bernard C. Steiner, "Maryland History and the Maryland Historical Society," in *Maryland Historical Magazine*, XIV (1919), 10-26; and Samuel K. Dennis, "A Brief Summary of the Maryland Historical Society's Hundred Years," *ibid.*, XXXIX (1944), 1-5.

[3] The presidents of the society have been John Spear Smith, 1844-66; Brantz Mayer, 1867-71; John H. B. Latrobe, 1871-91; S. Teackle Wallis, 1892-94; John G. Morris, 1895; Albert Ritchie, 1896-1903; Mendes Cohen, 1904-15; Edwin Warfield, 1916-20; William Hall Harris, 1921-35; Clinton Riggs, 1935-38; and George L. Radcliffe, 1939-

fined; Fielding Lucas, Jr., the publisher; and John V. L. McMahon, historian of early Maryland.

Prominent historians, men of letters, politicians, and scientists outside Maryland were invited to become honorary members. Their replies, gathered in the first volume of incoming letters, form a remarkable autograph collection. The earliest list of honorary members includes Albert Gallatin, Edward Everett, Jared Sparks, George Bancroft, Benjamin Silliman, and Charles Wilkes. Anthony Eden, one of whose ancestors was the last English governor of Maryland, is an honorary member today.

The early stated purposes of the society — besides the more obvious collection of personal papers, archives, and printed materials — included the collection of coins, Indian artifacts, family genealogies, "specimens in every department of natural history — especially of Maryland," and meteorological tables.[4] Surprisingly, too, the society was in effect the art museum of Baltimore for many years. The interest in paintings and in antiques and related objects continues. There have been moments when this interest seemed, to those oriented to the study of history, so strong as to all but engulf the "proper" functions of the library. Of its original encompassing aims, the society now concentrates its energies in the gallery and museum, in the library, in its monthly meetings, and in its publications.

Only a quarter of a century had passed since the *Edinburgh Review* writer asked who read an American book or play or history, and only two State historical societies (those of Massachusetts and New York) were more than 25 years old when, in its first year, the Maryland Historical Society published its first pamphlet. This was the "first discourse," delivered by Charles F. Mayer, a public statement suggesting the role the society should play in the cultural life of Maryland.[5]

The stream of publications issued subsequently may be grouped conveniently and treated separately as follows: The Pre-Fund and Fund Publications — books, pamphlets, and leaflets published before 1906; the *Maryland Historical Magazine*, its first volume issued in 1906; the *Archives of Maryland*, a monumental series of original records of the State before 1783, of which 64 volumes have already appeared; and various occasional publications.

[4] "Extract from the Society's Circular Letter," in *Constitution, By-Laws, Charter, Circular and Members of the Maryland Historical Society* (Baltimore, 1844).

[5] *First Discourse Before the Maryland Historical Society, Delivered on 20 June, 1844* (Baltimore, 1844).

Pre-Fund and Fund Publications

The usual practice at early society meetings, after the leisurely dispatch of business, was to listen to a paper or discourse by a member or a guest. As now, the range of topics was wide, not limited narrowly to the metes and bounds of Maryland. California was discussed in 1849, Rosas and the Argentine Republic in 1848, and a soldier who fell in the Mexican War in 1847. Ainsworth R. Spofford discussed the capitals and great cities of the world in 1879, Lewis Steiner in 1866 reported on the U. S. Sanitary Commission, and Herbert B. Adams pointed out the influence of Maryland's stand on public lands in the founding of the Nation. Most of the papers, to be sure, concerned Maryland in some way.

Nine or ten papers were read each year. From this rather large stock of papers the society selected the most valuable one or occasionally two for publication. As funds available were limited, we may be sure that the papers printed were considered the best of the manuscripts available. The annual dues of the society were but $5. (They have never been increased.) An attempt was made in the late 1850's to raise an endowment fund. The effort was not very successful, principally, it appears, because of a hope that George Peabody would give a large sum to the society. As it turned out, he erected an independent institute, named in his honor, and presented $20,000 to the Maryland Historical Society in 1867 to be used as a publication fund. Brantz Mayer remarked of this fund:

> The donation to us seems ample to secure the *permanence* of the Maryland Historical Society, even if our membership had not been recently swelled to three hundred active contributors, and, if we had not, also, contrived, by rigid economy in our days of depression [during the Civil War] to lay by from our savings nearly four thousand dollars.[6]

It is thus easy to recognize the convenience of the terms Pre-Fund and Fund Publications. The former number more than 30 — the exact number depends on whether catalogs of the exhibition of paintings, the constitution of the society, annual reports, and the like are counted. Mayer, in the inaugural Fund Publication, speaks of the Pre-Fund Publications in these terms:

> Our publications have been quite numerous; but each of them has been issued only in pamphlet form, and, mostly, in the shape of annual Historical Discourses or occasional essays on Historical Subjects or personages. . . . Some of the separate pamphlets have been so eagerly demanded that the editions were long ago exhausted. . . . Copies of other valuable publications are rapidly diminish-

[6] Mayer, *op. cit.*, p. 17.

ing, and I regret to say that, in some instances, our issues seem to have been given away too lavishly, so that I hope the committee on publication, recently instituted, will hereafter take the matter of distribution into their especial and economical guardianship. Let me observe, that the beautiful style of typography in which Mr. Carroll of Carrollton's Journal was published by our colleague and printer, Mr. John Murphy, in 1845, seems to have given the *first* incentive to that taste for the exquisite printing of rare Historical Papers which, at present, is so apparent among our friends at the north, and, especially, in New York.[7]

Of the Pre-Fund Publications the most valuable is certainly Brantz Mayer's edition of the journal of Charles Carroll of Carrollton. It is the only substantially documentary publication in the series. The editorial work was done with care, though today's meticulous reader might ask for more complete identifications and a map of Carroll's route. Mayer concluded his introductory remarks with the information that the distance from New York to Montreal, covered by Carroll in a month, could be traveled in two days in 1845. Before we smile and check our timetables, let us note that the cost was but $2.88 when Mayer wrote. The Journal was reprinted in 1876. Both editions are rare and are prized by collectors today.

John H. B. Latrobe, who was the prime mover of the Maryland State Colonization Society,[8] is the author of the *Memoir of Benjamin Banneker*, the remarkable and largely self-taught Negro mathematician, astronomer, and almanac compiler. Other Pre-Fund Publications worth mentioning are Sheppard's *The African Slave Trade in Jamaica and Comparative Treatment of Slaves*, Kennedy's *Life and Character of George Calvert*, Mayer's *Commerce, Literature and Art: A Discourse Delivered at the Dedication of the Baltimore Athenaeum*,[9] Brown's *Origin and Growth of Civil Liberty in Maryland*; a study of Otho Holland Williams by Tiffany; and Mayer's *Memoir of Jared Sparks.*

The bibliographer, if any there be in our midst, may find published bibliographies in Fund Publication No. 1, and in Appleton P. C. Griffin's *Bibliography of American Historical Societies.*[10]

[7] *Ibid.*, pp. 14-15.

[8] Maryland supported its own colonization society from 1831 to 1863. The colony established was called "Maryland in Liberia," and for a few years in the 1850's it was an independent state. Subsequently it was joined with Liberia and is now the County of Maryland in that country. See John H. B. Latrobe, *Maryland in Liberia* (Baltimore, 1885) and W. D. Hoyt, Jr., "The Papers of the Maryland State Colonization Society," in *Maryland Historical Magazine*, XXXII (1937), 247-271.

[9] This address is a splendid expression of the state of culture and civic consciousness in Baltimore 100 years ago.

[10] This Fund Publication is cited above in note 2. The portion of Griffin's "Bibli-

It may be said of the Fund Publications that most are somewhat longer than the Pre-Fund Publications but that they continued to be essays and papers published at random as available rather than in any consistent pattern. A detailed listing is to be found in Griffin. Two of the Fund Publications, Nos. 5 and 6, by John H. B. Latrobe, contain materials of primary importance in the history of steamboats on the Mississippi.[11] These were principally the author's recollections from the time when he was in Louisiana with his father, Benjamin H. Latrobe, the architect of the National Capitol. Three other publications, Nos. 28, 34, and 35, contain the only attempt at a comprehensive description of the Calvert papers, probably the most valuable manuscripts owned by the society. Some of the papers are printed in full. The Fund Publications — issued between 1867 and 1906 — number 37.[12]

The Maryland Historical Magazine

Early in the century it was decided to use the income from the Peabody Fund for the publication of a quarterly magazine. This new and regularized method of publication began with no. 1 of vol. I (March 1906) of the *Maryland Historical Magazine*. The name selected, if lacking in inspiration, is solid and adequate. The income from the fund still helps to defray the expenses of the magazine.

An experienced academician, Dr. William Hand Browne, was chosen as the first editor of the magazine. A librarian and professor of English literature at the Johns Hopkins University, he already had edited more than 20 volumes of the *Archives of Maryland*. Browne was in the enviable position of having a backlog of unpublished papers accumulated through 60 years, as well as current offerings for the new periodical. The articles published during the 4 years of Dr. Browne's editorship fall into three categories: Source material, family genealogies, and articles on particular phases of Maryland history. The Eden letters are the outstanding

ography" concerning Maryland was published in the American Historical Association, *Annual Report*, 1905 (Washington, 1907), II, 266-280.

[11] Louis C. Hunter, *Steamboats on the Western Rivers* (Cambridge, Mass., 1949), p. 12.

[12] Some papers read before the society were published independently, for example, Robert Purviance, *A Narrative of Events . . .* (Baltimore, 1849) and S. F. Streeter, "Early Currency in the Colonies," in *Banker's Magazine and Statistical Register*, New Series, I, 85-90. Some accounts appeared in newspapers and in historical journals outside Maryland; many clippings are available in scrapbooks of the society.

example of original manuscripts published.[13] Genealogies of the Tasker and Tilghman families by Dr. Christopher Johnson set a high standard.[14] F. M. Colston discussed "The Battle of North Point." [15]

Dr. Browne retired from the editorship of the magazine in 1909, with the completion of volume IV, to devote more of his energies to editing the *Archives of Maryland*. His successor was a bibliophile of great energy and imagination, Louis H. Dielman. The services of Mr. Dielman to the Maryland Historical Society have been so great and varied as to preclude a full recital here. How in the course of his busy days he found any time to devote to the editorship of the magazine seems a fair question.[16] For 28 years, from 1910 through 1937, he found the time somehow, and many valuable materials were brought to light in those years. Such significant source materials as the Carroll papers were published over a number of years.[17] While at the time of issue the Carroll papers may not have seemed to be the most interesting reading, many scholars, particularly those at a distance from Maryland, have used them in the preparation of studies of colonial Maryland. Genealogies such as those of the Smallwood, Brengle, and Dunn families are referred to frequently in the library of the society and in many other libraries.[18] Mention might be made of articles concerning Luther Martin, the old Indian road of Baltimore County, and the Delphian Club.[19]

No doubt the committee on publications chose better than it could have foreseen when it selected the third editor, James W. Foster,

[13] "Correspondence of Governor [Robert] Eden," in *Maryland Historical Magazine*, II (1907), 1-13, 66-68, 227-244, 293-309.

[14] "The Tasker Family," *ibid.*, IV (1909), 191-192; "The Tilghman Family," *ibid.*, I (1906), 181-184, 280-284, 369-376.

[15] *Ibid.*, II (1907), 111-125.

[16] Mr. Dielman at one time served as executive secretary and librarian of the Peabody Institute and as chairman of the library committee of the Maryland Historical Society as well as editor of its magazine.

[17] These are the papers of Charles Carroll, barrister. It is confusing that there were at one time in the city of Annapolis four prominent men named Charles Carroll. Not for reasons of personal vanity did the most famous of that name always add "of Carrollton" to his signature.

[18] Arthur L. Keith, "Smallwood Family of Charles County," in *Maryland Historical Magazine*, XXII (1927), 139-186; Bernard C. Steiner, "The Brengle Family of Frederick," *ibid.*, VII (1912), 91-98; and Christopher Johnston, "The Dunn Family of Kent County," *ibid.*, VII (1912), 329-333.

[19] E. D. Obrecht, "The Influence of Luther Martin in the Making of the Constitution of the United States," in *Maryland Historical Magazine*, XXVII (1932), 280-296; William B. Marye, "The Old Indian Road," *ibid.*, XV (1920), 107-124, 208-229, 345-395; and John E. Uhler, "The Delphian Club," *ibid.*, XX (1925), 305-346.

in 1938. An experienced journalist and publicist, he had a sound knowledge of Maryland history and a healthy skepticism concerning romantic but undocumented local fancies. His sensing of and searching for the appropriate turn of phrase were to teach some of the niceties of the English language to many an author. His determination to bring the *Maryland Historical Magazine* to first rank was matched by a drive and energy sufficient to allow him at one time to hold also the offices of director and of librarian of the society as well.

Mr. Foster began with the magazine as he found it, of course, and no bitter-end traditionalist could have suspected the revolution that was soon to be under way. For the first time critical book reviews by the best available scholars began to appear. Routine current news of the society was taken out of the magazine and published after 1943 in a news leaflet, *Maryland History Notes*. Carefully selected illustrations began to appear more frequently. The drab manila cover was brightened first in 1939 by a new format, and in 1946, when the membership had been well conditioned to change, by the use of color and a cover illustration. The range of subject matter of the articles expanded. Even an article on the history of Baltimore baseball found its way into the now lively pages of the magazine.

The most appreciated innovation, reader-wise, has been the series of articles on historic houses, one of which is now a feature of each issue. Those who would know and appreciate Maryland should understand that much of its culture and creativeness went into its houses, great and small. Often in the story of their building and evolution and of the people who lived in them the true spirit of the Free State can be caught. Why those who call attention to new ideas in State historical societies have failed to recognize this innovation is a puzzle to the writer. He can understand, however, why editors of quarterlies in other States do not emulate the practice. Authors of such articles are not usually experienced writers; a great deal of editorial sweat must go into nearly every one.

Under Mr. Foster's editorship solid historical articles predominated, and strenuous efforts were made to insure the accuracy of each statement and the precision of the documentation. At the completion of 12 volumes (1938-49) and with the satisfaction of having made the magazine one of the two or three best periodicals of its kind, Mr. Foster could conscientiously relinquish the editorship to another and devote his energies to unsolved society problems.

It should be noted that in these same years the society was under-

going a lively sprucing up. Around the turn of the century it had entered a period of quiescence and, to speak the truth, stodginess. An overemphasis on genealogy seemed to paralyze the larger study of history. An eminent member, at the centennial meeting of the society in 1944, spoke of the "patient, pallid genealogists [who] shuffled in perennial gloom . . . the public rarely invaded their semi-solitude." [20] Let us keep the record straight. The society is proud that it possesses the finest genealogical source materials in the State, and it welcomes those who search out family history. The imbalance, however, between genealogy and history has now largely been righted. The magazine is affected in that genealogies *per se* are seldom published. Many articles of more general interest, however, contain useful data for family histories. For example, a study of Dr. Thomas Gerard published in 1951 began in the author's genealogical investigations. As published it portrays one of the major seventeenth-century Maryland figures for the first time. It is also full of names and relationships, mentioned in the normal course of the story.

The fourth editor was Dr. Harry Ammon, who also succeeded Mr. Foster as librarian. In the brief space of three numbers in 1950, Dr. Ammon demonstrated his capacities. On his resignation, Mr. Foster temporarily resumed the editorship. Those duties have now been entrusted to the writer.

The magazine is the connecting link of the society with its 3,500 members. For the scholarly world it publishes documented articles, occasional original material, and critical book reviews. Perhaps, except for the custody and control of manuscripts, the publication of the magazine is the society's most essential activity.[21]

The Archives of Maryland

Maryland has been a State of compromise and compromises from 1634 to this day, whether in religion, politics, or social change. The slow progress often advocated has, in one particular, handsomely rewarded the State. The plan put forward in the early 1880's for publishing colonial and revolutionary records was a modest one. No grandiose or comprehensive scheme with accompanying brochure announced the undertaking.[22] Quietly in 1882 the State as-

[20] Dennis, "Brief Summary," in *Maryland Historical Magazine*, XXXIX (1944), 3.

[21] The following persons have also assisted with the magazine: John R. Lambert, Jr., associate editor, 1948; Harry Ammon, associate editor, 1949; Herbert Rosenthal, editorial assistant, 1950; and Fred Shelley, associate editor, 1950-51. Francis C. Haber has been appointed associate editor for 1952.

[22] See "Report of the Committee," in *Archives of Maryland*, I, v-x.

sembly authorized the publication of State records in the custody of the society and provided funds for the first volume.[23] (The society functioned as the State archival agency from the 1850's to the establishment of the Hall of Records in 1934.) In the 69 years since 1883, when the first volume appeared, 64 volumes have been published. The sixty-fifth will be issued in 1952. The writer is confident that the State of Maryland, in its quiet way, will continue to publish volume after volume in this general series until all its significant public records dating before 1783 are in print.

Six qualified persons have been editors of the *Archives of Maryland*. The first was William Hand Browne, previously mentioned in connection with the *Maryland Historical Magazine*. Dr. Browne edited 31 volumes between 1883 and 1912. Clayton C. Hall, prominent local historian, edited 3 volumes. Bernard C. Steiner, librarian of the Enoch Pratt Free Library, edited 11 volumes. J. Hall Pleasants, his successor, is responsible for 16 volumes.[24] Raphael Semmes produced 2 volumes. Dr. Elizabeth Merritt, the present editor, has sent her second volume to the press.

The six editors represent a fine tradition in local scholarship. Browne, Hall, and Steiner succeeded in making a large quantity of material available in a relatively short time.[25] Dr. Pleasants wrote long introductions to the volumes he edited that are almost as interesting as the original materials reproduced. Dr. Semmes, lawyer and historian, demonstrated his capacity for work of a high quality. Dr. Merritt's editorship caps a fruitful career in scholarship.

Several principal series comprise the *Archives of Maryland*.[26] The Proceedings and Acts of the General Assembly, the longest series, 32 volumes, has been completed to the year 1774. The committee on publication has given thought to the advisability of continuing this series in the near future. The Court Series, in 9 volumes, is 100 years behind the legislative series. The volume now in press will carry the Provincial Court records from 1670 to 1674. Volume 66 will also contain Provincial Court records. The Proceedings of the [Provincial] Council, in 11 volumes, cover the years from 1636 to 1770. Eight volumes contain the Journal and Correspondence of the Council of Safety and State Council for the years 1775 to 1784. The correspondence of Horatio Sharpe, important colonial governor in the mid-eighteenth century, has been published

[23] The law is printed *ibid.*, I, iii-iv.

[24] Louis Dow Scisco served as associate editor of vols. LIII, LIV, LVII, and LX.

[25] The services of Miss Lucy Harrison, who copied hundreds of pages of difficult manuscript, must be noted.

[26] See *Archives of Maryland*, LXIV, iii-iv.

in 4 volumes.[27] The remaining volume, No. 18, is devoted to muster rolls and other lists, from many sources, of Maryland soldiers in the Revolutionary War. Volume 18, because of its value to genealogical investigation, is most sought after. Volume 1, containing the earliest legislative records, is the rarest volume in the set. Editions of 1,000 copies were originally published. About half that number is now sufficient to supply demands at the time of issue and to leave an adequate stock.

The value of the *Archives of Maryland* can best be understood, perhaps, when one observes the number of serious studies of colonial Maryland that are substantially based on these volumes. I shall mention only one or two recent examples. The study of Dr. Thomas Gerard, previously mentioned, was pieced together from scores of scattered references in the *Archives*. The result is the portrait of a major seventeenth-century Marylander. A two-part study of the Protestant and Puritan influences in seventeenth-century Maryland was written in Indiana, with little need of recourse to materials other than those in the *Archives* and the *Maryland Historical Magazine*.[28]

When a comparative study is made, the efforts made by Maryland to publish its own colonial records will be found to be entirely creditable and among the best efforts made by the States.

Occasional and Future Publications

A brief word now about occasional and other publications currently issued and about what is planned for the future. At the request of the State government, the society undertook at the conclusion of both World Wars to publish the war record of the State. Two volumes edited by Karl Singewald detail Maryland's activities in World War I.[29] Harold R. Manakee, director of the society's war records division, has completed the second of four volumes devoted to World War II.[30] Military installations in the State, the service of individuals in the armed forces, and war plants and war

[27] The careful reader will find a total of 65 on adding the numbers given for the series. This is accounted for by the fact that vol. XXXI is both the fourth in the Sharpe correspondence series and the tenth in the Proceedings of the Council series.

[28] Denis M. Moran, "Anti-Catholicism in Early Maryland Politics: The Puritan Influence," in American Catholic Historical Society of Philadelphia, *Records*, LXI (Sept. 1950), 137-154, and "The Protestant Influence," *ibid.*, LXI (Dec. 1950), 213-236.

[29] *Maryland in the World War 1917-1919*, 2 vols. and case of maps (Baltimore, 1933).

[30] *Maryland in World War II: Volume I, Military Participation* (Baltimore, 1950) was the first volume to be published.

production are among the subjects to be discussed in the four volumes.

Since 1943 *Maryland History Notes* has been issued quarterly to describe important current acquisitions and to give news of the society.

Recent occasional publications include Frederic Emory's history, *Queen Anne's County, Maryland.* Originally published serially in a county newspaper toward the end of the nineteenth century, Emory's history was formerly available only in two scrapbooks of clippings. With financial assistance from a private source, the society published the history in book form in 1950. Although not overwhelmed by orders, the society has found encouragement in the steady sale of volumes in the past 18 months.

A pamphlet devoted to the history of Old Wye Church on the Eastern Shore was published in 1949.[31] Three catalogs of paintings, miniatures, and other art work of the society were originally published in the *Maryland Historical Magazine.*[32] Reprints are in steady demand. A small catalog of the exhibition of St. Mémin miniatures early in 1951 met a favorable response.[33]

The *Wheeler Leaflets*, named for a former librarian of Pratt Library, offer in the space of four or six pages engaging accounts of Maryland history for junior high school students. Initially financed by grants from several patriotic societies, new leaflets are published and old ones reprinted from a revolving fund created by sales. The society accepts responsibility for the historical accuracy of the accounts. The value of the leaflets is attested by their continuing and increasing use.

It is hoped that the society will in the near future be able to publish every year or two a monograph of substance. The prospects seem reasonably bright, and there will be no lack of significant studies for consideration.

The most important single publication needed by the society, in the opinion of the writer, is a published guide to the manuscripts and other unique research materials in the library of the society. A good deal of work must still be done before the manuscript inventory can be considered ready for publication. It is thought that

[31] Elizabeth Merritt, *Old Wye Church, Talbot County, Maryland, 1694-1949* (Baltimore, 1949).

[32] Anna Wells Rutledge, *Handlist of Miniatures in the Collections of the Maryland Historical Society, Portraits Painted Before 1900 in the Collection of the Maryland Historical Society,* and *Portraits in Varied Media in the Collections of the Maryland Historical Society,* all of which are reprints from the *Maryland Historical Magazine.*

[33] *St. Mémin in Maryland* (Baltimore, 1951).

a volume patterned after the *Guide*[34] of the Historical Society of Pennsylvania and the National Archives *Guide*,[35] but including broadsides, maps, and certain rare imprints, would be the most useful contribution the society could make in the field of scholarship. Perhaps persistent efforts in the next 3 to 5 years will see it done.

For the future one can hopefully foresee a publications program with the *Maryland Historical Magazine* and the *Archives* continuing as the core, flanked by the *History Notes*, the completed World War II volumes, and the *Wheeler Leaflets*, and joined by a series of occasional significant monographs.

[34] *Guide to the Manuscript Collections of the Historical Society of Pennsylvania* (2d ed., Philadelphia, 1950).

[35] *Guide to the Records in the National Archives* (Washington, 1948).

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The University Archivist and the Thesis Problem

By ANDREW H. HORN

University of California
Los Angeles

ON the first page of the Library of Congress *Information Bulletin* of January 7, 1952 (vol. 11, no. 2) there appeared a note on the publication of dissertations. This note revealed that a committee of the Association of Research Libraries had been studying the peculiar problems involved in the publication and distribution of doctoral dissertations, and also referred to an article in the *ACLS* [American Council of Learned Societies] *Newsletter* (vol. 2, no. 2, November 1951) by Henry M. Silver. Concerning this article, the note said that Mr. Silver

> . . . analyzes some of the issues with which the ARL committee wrestled, explains the thinking behind some of the committee's conclusions, and advances several supplementary recommendations. He points out that aside from their intrinsic value, dissertations offer an excellent case study for an important current issue of scholarship: the efficiency of microtechnics as a means of publishing original scholarly writings and thereby making them available at least for essential use.

A university archivist might well have been dozing complacently through this intelligence. But the phrase "microtechnics as a means of publishing" stirs another level of consciousness. Publication by microfilm, microcard, or microprint could very well be agreed upon as a general practice; here is something we university archivists have also been thinking about, especially since University Microfilms has proved it feasible. Mr. Silver's article becomes "must" reading for any university archivist who has in his charge the theses and dissertations[1] of his institution. Minutes of the Association of Research Libraries are not published and are regarded as confidential by the 43 member institutions. The writer of this paper, already in a rather advanced schizoid condition by virtue of being both a librarian and an archivist, has had an opportunity to read the minutes of the two meetings of the ARL (37th meeting, July,

[1] At the University of California, Los Angeles, a "dissertation" is submitted in the case of a doctoral degree; the paper prepared by a master's degree candidate is called a "thesis."

1951; and 38th meeting, January, 1952) at which the publication of dissertations was discussed. Now he proposes to outline his observations on the same subject based upon his experience as archivist at UCLA.[2] He accepted this writing assignment before he had read the ARL discussions or Mr. Silver's report. What we have here is the UCLA archivist's story told with a conscious effort to avoid specific reference to the ARL deliberations.

Custody of theses and dissertations by the university library at UCLA antedated the establishment of an official archives for the campus. By custom, if not by precise definition, these documents have always been regarded as official documents of the university in that their form is prescribed by the graduate council and their formal deposit in the office of the dean of the graduate division is specified as a partial requirement for the degree. After entries are made upon a student's record to the effect that he has fulfilled all requirements for a higher degree, his thesis or dissertation is sent by the dean of the graduate division to the university librarian (since 1949, to the university archivist). It could be argued that after a thesis goes to the library and is bound like any other book it ceases to be an official record, having passed out of official custody, and that the properly annotated student record is the only official document in evidence of the university's act of conferring a degree. This theory has not been advanced at UCLA; the university librarian is also an official of the university and by implication at least has been an archivist in a limited sense ever since the first thesis was placed in his custody for safekeeping. It is obvious, too, that the thesis was not sent to the librarian merely for safekeeping, official reference, and evidence; the intent was that the librarian should do everything in his power to disseminate the new knowledge contained in the thesis, but at the same time not lose the document. This was a substitute for printed publication, which had become too expensive for the university and for the candidate in most cases. The archivist-librarian had the beginnings of a split personality. As Dr. Jekyll he made the thesis freely available to anyone who asked for it, even entrusting it to the mails for interlibrary loan; as Mr. Hyde he looked suspiciously upon his clientele, which included a few biblioklepts. Disaster was averted by the ruling that required the candidate to submit two copies, the original or ribbon

[2] University of California, Los Angeles. The University of California has a single president and board of regents but consists of eight campuses; UCLA is the second campus in size; its chief local administrative officer is now a chancellor but was formerly a provost.

copy as the archival copy and the first carbon copy as the lending copy.

In 1948 the UCLA librarian charged his newly created department of special collections with responsibility for the archival copies of theses and dissertations. The department already had charge of the official set of the university press publications (printed on rag paper for preservation), a collection of material on the history of the university, the inactive files of the office of the librarian, and a scattering of other records that could be considered official. In February of 1949 the late Provost Clarence A. Dykstra, recognizing the value of the depository which the library had begun, designated the archives section of library's department of special collections as the official university archives for the Los Angeles campus of the University of California. The position of university archivist was provided, at the request of the university librarian, in the 1950-51 library budget.

The archivist, when appointed, became a member of the library staff, his office and function having germinated from the quasiarchival nature of the library as depository for theses and dissertations. He assumed office with series A (theses) and B (dissertations) of the graduate division record group already organized for him. From this beginning the expansion of the archives has proceeded until it now includes a number of official records series, a collection of records that have been rescued from unofficial custody, copies of faculty publications deposited as a record of research and evidence for the use of faculty promotions committees, and the official copies of university publications. The papers of distinguished faculty members and material pertinent to the history of the university have been aggressively collected but are segregated from "official" records. The archivist has served as chairman of a special committee to survey essential university records and make recommendations concerning microfilming; he has also been designated chief of protective services to head the section of the disaster preparedness plan charged with the task of providing security for the university's records against damage during disaster. Only the lack of adequate housing has prevented a more rapid development of the new archival program.

The situation at UCLA is this — although a complete program of records management and archives administration has not yet been attained, in a matter of three and a half years a sound groundwork has been laid, which appears to have the support of the entire university community. In a university an archivist will not get far

without the confidence of the administrative officers (including the university librarian), the faculty, and the student body. This last element of the university community is included deliberately, not merely out of habit. It happens to be true that a university can no more exist without both students and faculty than it can without administrative officers and a place to function; it happens to be true also that the most valuable property of a university is not its physical plant but its records. If some magic or disaster removed a university from the face of the earth, a *new* university could be built; if by some further miracle only the records of the registrar were saved, the *same* university could be rebuilt. The latter case would indeed be a miracle because universities protect their buildings more carefully than their records. The work of the archivist assumes even more importance than that of the janitorial and custodial force and probably will never be so expensive. The first job of a new university archivist should be to gain the confidence and then the active support of the administrative officers, the teaching and research faculty, and the students. Without this confidence, even an administrative order from the president or chancellor may not suffice to accomplish a thorough initial survey of existing records, the step which we have come to realize must come first if a successful archival administration is to follow.

At UCLA the archivist established his rapport with the rest of the university, which in turn enabled him to proceed with his program, through the handling of the record group which he inherited from the librarian — that is, the official files of theses and dissertations. Here was a record of graduate research in which the dean of the graduate division, the university librarian, the faculty, and the graduate students themselves all had a considerable interest. The theses introduced the archivist to the campus and enabled him in turn to introduce the university archives to administrative officers, faculty members, and students. Continuous concern with the theses has led the archivist to make proposals almost identical to those recommended by the ARL committee mentioned at the beginning of this paper. A brief review of the situation as it has developed at UCLA may be of some interest to other university archivists who will be concerned with the microfilm publication of theses and dissertations.

The first thing the new archivist discovered was something that the librarian had known for a long time, that theses and dissertations are consulted and are frequently requested by other institutions on interlibrary loan. The practice at UCLA was to make li-

brary use of the archival (original or ribbon) copy when the second copy (first carbon) was not available for one of three reasons, that it had been lost, or was out on interlibrary loan, or was in use by another person. In a few cases, both copies had disappeared. Neither was it a coincidence that use of the archival copies was heaviest for a relatively few titles; obviously in these instances the supply of copies was not adequate to the demand — the dissertations were on subjects of sufficient interest or importance to have been published. The problem was more critical when only the archival copy existed, for the archivist withheld permission to send the unique copy out of his custody through the mails on loan and he did not like to see it heavily consulted because even a bound typescript cannot survive indefinitely under conditions of library use. The problem was solved partially by making microfilm copies of each thesis that existed in only one copy; multiple microfilm copies were made for heavily used theses even if both the original and first carbon had survived; and by good fortune the missing theses were replaced in microfilm by tracking down authors and borrowing their copies for filming. In this last case a paper photographic copy was made and bound to complete the file. The solution was not entirely satisfactory, but it helped. The archivist learned that he had some manuscripts which really should be published. Should he call this fact to the attention of the University of California Press? He also brought into sharp focus, at an early stage of his career, the important role of microfilming in archival administration. The library, which was already thoroughly microfilm conscious, accepted the microcopy substitutes almost automatically and was considerably relieved no longer to have to refuse interlibrary loan on any thesis or dissertation.

The next thing that the archivist began to notice about his thesis file brought him into working relationships with a much broader circle; in fact, it led him out of the library in which he dwelt, to deal with the university's administration, with the faculty, and with the graduate students. And before long the more active participation of the archivist in the university's work was to result in requests to deposit official records, in his being consulted from time to time on records protection, and finally in his appointment as chairman of a committee to survey the essential records of the campus. The little thing that set all of this in motion was the archivist's discovery that some (really only a few) of the theses did not meet even minimum standards for permanent records. Poor quality paper, especially that wonderful stuff which is so easy to erase that it can al-

most be done with a finger tip, staples, glue, and transparent cellulose tape had crept in. There were also occasional errors in pagination, irregular margins, and illustrative material prepared without regard for handling or binding. Quite aside from the likelihood of their deterioration, some of these documents as physical objects would reflect no credit upon the university that had approved them; the interlibrary borrower might even lose confidence in the subject matter on the basis of indifference as to format. This situation was called to the attention of the office of the dean of the graduate division, southern section, the office to which candidates submit their theses and which issues, in mimeographed form, *Instructions for the Preparation and Submission of Masters' and Doctors' Theses*. The graduate division was very much concerned and indicated that it would appreciate suggestions from the archivist. The suggestions were made and incorporated in the revised *Instructions* which were issued in November 1950. It was obvious that every possible difficulty could not be foreseen in the brief instructions to candidates; so a special provision was made to ensure the enforcement of standards in such a way that the candidate would be spared uncertainty and the archivist would find the trouble before rather than after the degree had been conferred. The following statement was included as the second item of preliminary approval in the revised *Instructions*:

> The University Archivist (room 120, University Library) will check the physical format of each thesis before it is accepted by the Graduate Division; *and it will be the responsibility of the candidate to secure from the University Archivist a memorandum of approval to submit with the thesis to the Graduate Division.* Candidates are urged to consult the Archivist on matters of physical format before the work is typed or otherwise prepared in final form.

Since the revised *Instructions* were issued, the office of the archivist has been a busy place. The countless interviews with candidates have been time consuming, but the time has been well used in the university's interest. The graduate division has been well satisfied with improved results; graduate students have greatly appreciated an opportunity to obtain advice on matters which formerly worried them up to the last minute. A great many faculty members have expressed satisfaction with the new system, which has relieved them of advising on physical format and thus has enabled them to devote their attention exclusively to guidance as to content, presentation, and the bibliographical apparatus of thesis preparation. Only one faculty protest was heard by the archivist. It came from the late Professor Louis Knott Koontz, who was as widely known

for his kindly concern for his students as for his interest in microfilm as an adjunct of research. He felt that the new requirement of rag paper put an unnecessary financial burden on the candidate, since a microfilm copy should be made as the official archival record. The comment of Professor Koontz was certainly pertinent to thesis requirements, for the university archivist had already had it pressed to his attention along with other problems of which he became conscious as a result of his new experience of dealing with records at the creation level. The problems of the thesis, he soon learned, are complicated by the fact that they touch the overlapping interests of university officials who are charged with implementing university policy, the faculty members who direct the research that results in a collection of theses, the graduate students who are the authors of the theses, the scholars and students who need to consult the theses, the librarians who are asked to locate and borrow or lend this elusive corpus, and the custodian of the actual papers, who is either the university archivist or librarian or some other person acting in the capacity of archivist.

Since in addition to teaching and preserving recorded knowledge a university is dedicated to adding new knowledge (through research by faculty and students) and to disseminating this new knowledge (through teaching and through publication), university administrators and faculty members for the most part are concerned about the situation that now exists. Rising publishing costs and increased output in the form of masters' and doctoral theses have practically put an end to conventional publication of even the doctoral dissertations. Some will assert that a natural law has been in operation, saving us from the multiplication of copies of things that are really not needed except in very few copies. It is, however, quite possible that, if the writing of a thesis or dissertation becomes only a practice exercise resulting in a deposited copy and perhaps a printed abstract, the quality of the work may decline and candidates may become lax in their use of material which is the copyright or literary property of others. The threat of critical scrutiny is lost. A person is very careful when he attaches his name to a published book that will probably fall into the hands of a merciless reviewer; he should be as careful about claiming a product his own if he realized it was going on public sale, even the limited public sale of a microfilm edition. But he does not worry so much about the typescript of his dissertation, which almost by tradition has come to be regarded as the preliminary draft of something he may pick up and make publishable later, if he ever gets around to it.

Another university officer, the manager of the university press, is concerned about the situation. On the one hand he is under pressure to publish, or at least to consider for publication, a great many manuscripts which have come to his desk with the certification of his university as contributions to knowledge but which he knows would run his operation even deeper in the red if they were published. On the other hand he must have the uneasy feeling that this same grist mill is turning out saleable products that he never sees or hears about. A university press might well consider the question of an auxiliary series published in microfilm, microcard, or a near-print process; demand might give an early clue as to which titles should be singled out for wider distribution. These are things a university archivist begins to appreciate as he is drawn into the thesis problem.

The graduate student himself, the author of the thesis or dissertation, has a considerable interest in this whole question. He may have rather bright-eyed expectations of almost immediate publication, preferably by a commercial publisher so that he can be reimbursed in part for his efforts. But if the big publishing houses insist on being short-sighted, he will take second choice and allow the university to publish his work, letting it stand as a monument to the fact that he gave his work to the world "free." (He does not understand the economics of present-day publishing.) The thing he demands of the university archivist is a promise that his brain child will not be turned over to the library for promiscuous interlibrary lending, lest some literary pirate steal his stuff before he gets it in print himself. He is vaguely aware of the fact that library deposit without copyright does constitute a form of publication which means he has given away his literary property in such a way that he can claim no credit for it. He is not going to be happy about selling advance microfilm copies. Another type of candidate may also present himself to the archivist with a similar plea to have his work suppressed, but for a different reason. This is the man who wants a degree but wants to keep his thesis a secret. It could embarrass him; it might even get him into trouble. For example, one of this stripe once took the precaution to find out if a thesis in the form of a biography of a living person could be kept sealed during the lifetime of the biographee and for 25 years thereafter. The trouble, it seems, was that although he could tell the true story he could not really prove it! These two types are the extremes; in between, most of the candidates are rather realistic about the whole business. It does not make much difference what happens because

they know that unpublished dissertations for the most part only beget more of their kind, which are in turn buried in archival oblivion. Still, the questions of protecting literary property and of copyright procedure are matters a university archivist must be prepared to explain. The very least he should know is that microfilm publication can be copyrighted, and how it is done.

The interest of librarians in theses is something else again. They and the scholars they serve (unlike the university official, who is interested in the theses of his own university, and unlike the graduate student, who really cares only about his own thesis) are interested in all theses and dissertations everywhere. They are interested in the interlibrary lending of theses — which means, of course, that they are both borrowers and lenders. They want to get from other libraries everything they ask for, and they want to be able to reciprocate by lending everything requested of them. By common agreement, librarians do not ask to borrow or expect to loan books that are available at a reasonable purchase price or that are in heavy local use; if a library owns a rare book or manuscript, it is not expected to lend it but rather to sell a microfilm copy. The librarians are very likely to come to complete agreement in abandoning the interlibrary lending of theses and dissertations, substituting the sale of microfilm copies, which will be less expensive to both parties of any given transaction. But the interest of librarians in theses extends beyond interlibrary lending. Librarians also perform reference, bibliographical, and searching functions for their clientele. It follows that librarians are interested in the bibliographical control, abstracting, and partial publication of theses. One device of bibliographical control is published by the H. W. Wilson Company for the Association of Research Libraries, *Doctoral Dissertations Accepted by American Libraries*; another is *Dissertation Abstracts*, published by University Microfilms; another is cataloging by the Library of Congress; and still others are abstracts or lists published for special subject fields. On the whole, doctoral dissertations are under some degree of bibliographical control, but masters' theses are not; and abstract publication is more common in the science fields than in the humanities or social sciences. The university archivist has an obligation to know about these problems of bibliography and abstracting; fortunately, he can refer most of his questions to the librarians who are actively engaged in the work.

Finally there is the interest of the university archivist himself in the thesis problem. If microfilm or some other micropublication is adopted by his university, he may have to consider revision of the

specifications for physical format. The master negative microfilm may replace the typescript as the official copy. If this happens, will it be a 35 mm. or a 16 mm. microfilm? How will he advise candidates (and perhaps the graduate division) as to specifications on the use of color illustrations, on the maximum size of folded plates or maps, on the quality of photographic or other illustrative material in the thesis? Almost any university archivist could dig out of his files a thesis that would not make a satisfactory microfilm in black and white. Should the typescript be bound at all if its main function is to serve as the copy from which a microfilm will be made? As color will become a more critical factor, will not the permanent qualities of the original paper and inking become less important? It would be a very unrealistic archivist indeed who did not regard his records with due and careful reference to the use to be made of them.

Microfilm publication, or some inexpensive limited edition process such as microcard publication, would seem to answer most of the problems that arise as a university archivist meets the various persons who are interested in his files of theses and dissertations. University Microfilms, Inc., in Ann Arbor is a commercial firm that has been in the business of microfilm publication of doctoral dissertations for over a decade.[3] Therefore the idea can hardly be called new or the practice untried. Mr. Silver, in his article in the *ACLS Newsletter*, reported that 17 institutions[4] had made arrangements with University Microfilms; and there are various levels of participation provided or projected in the University Microfilms project. For example, a UCLA graduate recently had his dissertation published by University Microfilms, even though the archivist refused to lend the original typescript and insisted upon having the UCLA library photographic service make the negative microfilm for University Microfilms. Universities may still prefer, especially if they have a heavy investment in their own photographic laboratories, to do their own thesis microfilm publishing with the "imprint" of the university library or the university press. In any event, univer-

[3] Eugene B. Power, "Microfilm Publication of Doctoral Dissertations," in *Journal of Documentary Reproduction* (March 1942), pp. 37-44. "University Microfilms — A Microfilming Service for Scholars," in *The Journal of Documentation*, II (June 1946), pp. 23-31, esp. 27-29. Mr. Power is president of University Microfilms. *Microfilm Abstracts* changed its format and title with vol. XII (1952), becoming *Dissertation Abstracts*. The introduction to this publication mentions levels of participation and invites interested persons to write for details.

[4] On June 29, 1952, it was reported that the number had risen to 27 university libraries participating in *Dissertation Abstracts* and the expanded program offered by University Microfilms in response to the request of the ARL.

sity archivists everywhere should watch the developments that are likely to result from the recent investigations of the Association of Research Libraries.

What conclusion can be drawn from this discussion? Unfortunately, a rather weak one: The university archivist should continue alert to the possibilities of the micropublication of theses and dissertations, because his university may enter into the field directly or indirectly. If no better conclusion than this can be offered, at least the decision of UCLA as to microfilm publication should be stated, together for reasons leading to that decision. Alas, at the present writing the final decision is still pending. One thing is certain, microfilming of all theses (both masters' theses and doctors' dissertations) has been started at UCLA as routine archival procedure. We evidently think that the librarians mean business.

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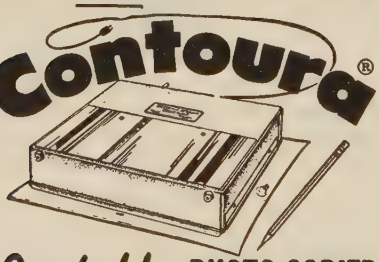

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Additional Kaskaskia Manuscripts[1]

By NORMAN W. CALDWELL

Southern Illinois University

BEFORE 1905 historians had generally assumed that all local records pertaining to life in the French villages of the Illinois country had been destroyed. In that year, however, the late Prof. C. W. Alvord, then of the University of Illinois, at the suggestion of the Illinois State Historical Library, attempted to locate any existing local papers. In the court archives at Belleville and Chester, Ill., Professor Alvord discovered the papers that came to be known as Cahokia and Kaskaskia records. After screening and classifying these collections, Professor Alvord announced their discovery in his publication entitled "Eighteenth Century French Records in the Archives of Illinois." [2] A second report, entitled "Illinois in the Eighteenth Century," gave particular attention to the Cahokia records.[3] The Illinois State Historical Library shortly published, under Professor Alvord's editorship, a volume of the Cahokia records, which included most of these papers, and a companion volume of the Kaskaskia records, which dealt only with the papers in this collection pertaining to the period after the fall of the French régime.[4] The remaining Kaskaskia papers are still largely unpublished. The collection, however, has recently been microfilmed by Dr. Natalia M. Belting of the University of Illinois and also by the National Park Service.[5]

The present writer has long been interested in the possible existence of additional documents pertaining to the French period and not found by Professor Alvord and his associates. Early in 1950 Mr. John Allen, Curator of History of the Southern Illinois University Museum, called attention to the existence of thousands of loose manuscripts contained in a large wooden box in the possession of the

[1] The author's complete report on this subject, with lists of the documents, is printed in *Illinois Libraries* (May 1952).

[2] American Historical Association, *Annual Report*, 1905, I, pp. 353-368.

[3] *Bulletin of the Illinois State Historical Library*, vol. I, no. 1 (September 1905).

[4] For the Cahokia records see *Collections of the Illinois State Historical Library*, vol. II (vol. I, Virginia Series), Springfield, 1907. The Kaskaskia Records were published, *ibid.*, vol. V (vol. II, Virginia Series), Springfield, 1909. Professor Alvord wrote a scholarly introduction to each of these volumes.

[5] Natalia M. Belting, *Kaskaskia Under the French Régime* (*Illinois Studies in the Social Sciences*, Vol. XXIX, No. 3, Urbana, 1948), 7-8.

circuit court at Chester, Ill. Permission was obtained from the court to remove these papers to Southern Illinois University, where they were screened during the year 1950-51.[6] These papers represent the grist of the various courts at Kaskaskia from French times through the British and American periods. Also in this collection are papers of various notaries, justices of the peace, and city magistrates. Many French papers are in the files of François Carbonneaux, a notary in the period of George Rogers Clark and succeeding years. Scattered old papers also appear in civil suits tried after the establishment of the American territorial government, and it is not uncommon to find a rare French manuscript in the most unexpected place, for instance, in a bundle of midnineteenth-century papers. One fears that some manuscript files kept by French officials may have been used in part for scrap paper by the American; this is evidenced by the existence of fragments of documents as well as of scribbled notes on the backs of other documents. From time to time, too, one finds early eighteenth-century French paper used in drawing up a nineteenth-century court record.[7]

From a total of over 11,000 documents screened in this project, 163 items were selected as especially significant historical sources. These documents are dated for the most part before 1800, some of them as early as 1737. Most of them are in French; a few are in Spanish and English. Nearly all the English documents pertain to the American territorial period but refer in some way to the early French inhabitants or to the first English and American settlers who went to Kaskaskia.

The content of the materials selected is indicated by their origin as legal documents. Thus affidavits, legal certificates, contracts, real-estate deeds, notarial minutes, pleas, and receipts make up much of the material. Another important group of papers deals with business and finance, such items as trading engagements, promissory notes and drafts, and financial accounts being most numer-

[6] Memorandum of the Honorable E. F. Bareis, judge of the circuit court, Chester, Ill., May 3, 1950. The author wishes to acknowledge the services of Miss Mary Judith Wilson, graduate student and research assistant in the department of history at Southern Illinois University. Miss Wilson not only has worked constantly at the task of screening these papers, but also has rendered valuable help in translating certain of the documents. She has been responsible also for most of the clerical work involved. This project was made possible in part by a research grant to the author from Southern Illinois University.

[7] In addition to the papers in the large wooden box, a number of documents kept in a small metal box have been consulted. This collection is small and was evidently screened by Professor Alvord and his assistants. It contains a few French papers of interest which are not found in the general collection of Kaskaskia manuscripts. These, however, are not included under this project.

ous. The largest single category of documents is that of financial accounts, which comprise roughly one-fourth of the entire list of documents selected. Consisting chiefly of store and mercantile bills dating from 1780 to 1805, these papers contain much material on retail trade, money exchange, and labor and commodity payments. Miscellaneous documents make up the rest of the material and pertain to such subjects as word lists (for language study), jury lists, personal memoranda, personal letters, building plans, interrogations, and political papers. Among the personal letters is a long letter written by Col. Henry Hamilton to an unknown correspondent in Kaskaskia in 1777, which contains some interesting comment on military operations and Indian activities during the Revolutionary War.

These papers have been photographed for use at Southern Illinois University, where they have been deposited with the university librarian. The originals, including the entire collection and a detailed checklist, have been returned to the custody of the circuit court at Chester, Randolph County, Ill. The checklist covers not only the materials mentioned in this report, but others of more limited interest found in the thousands of documents screened. Students desirous of using these papers or the papers collected by Professor Alvord and his associates may communicate with Mr. Harold Hahn, clerk of the circuit court, Chester, Ill.

In closing this report, the writer suggests some further possibilities of the discovery of early Kaskaskia papers in the court archives at Chester. One possibility is in the bound court records of the early territorial period, which sometimes contain copies of early documents pertaining to the French period. Probate records of the county court might also yield some materials. So also with deed records for real-estate transactions. A project to screen these materials is recommended to interested scholars.

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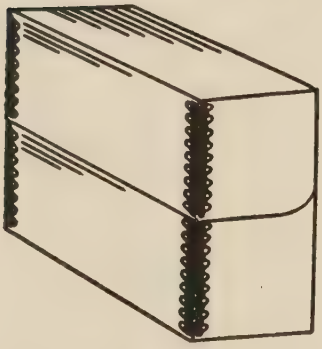

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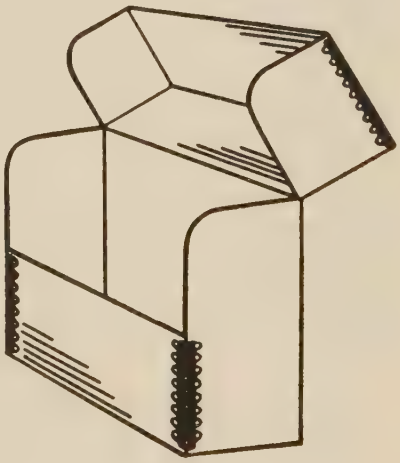

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Writings on Archives, Current Records, and Historical Manuscripts, July 1951-June 1952

By LESTER W. SMITH *National Archives*

THIS is the tenth annual bibliography compiled under the auspices of the Committee on Archival Bibliography of the Society of American Archivists. It is a selected list of references relating to archives, current records, and historical manuscripts that appeared between July 1951, and June 1952. A few items dated prior to July 1951 are included, however, either because they were actually issued after that date or because they were not available for examination and listing in earlier compilations. Like its predecessors, the present bibliography does not include references to unpublished items, edited documents, publications in microfilm, library and historical reports devoting but a few lines to manuscript accessions, and items appearing in news notes, unless unusually significant.

The bibliography is classified broadly by subject. A list of the headings used is reproduced here for the convenience of the reader. A word on the nature of the contents of several of the classes is in order. Class II B contains items relating to the management and protection in wartime of current records only; cross references are provided at the end of that section to items relating to the protection of archives and cultural treasures, which are more appropriately entered in Class III. Class VIII contains items relating to technical aspects of the use of photography and to the reproduction of research materials, whereas items relating primarily to the use of photography for purposes of original recording and records management are entered in Class II A. Class VII B contains, as in former years, several items relating to United States government document bibliography, included because of the close relationship between the unpublished records and the published documents of the Federal Government.

Such cross references as are necessary are provided at the ends of the several sections of the bibliography. The compiler wishes to acknowledge the assistance of Grace Quimby, Geneva H. Penley, and Eleanor M. Walden of the National Archives in the work of compilation.

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I. General Literature

1. A.B.C.D: archives, bibliothèques, collections, documentation. Revue bimestrielle publiée sous le patronage de L'Association Professionnelle des Archivistes français, L'Association des Bibliothécaires français, L'Association Générale des Conservateurs de Collections Publiques de France, L'Union française des Organismes de Documentation. Vol. 1, no. 1. May-June, 1951- . Paris, 65, rue de Richelieu, 1951- .
2. Archivum; revue internationale des archives. Vol. 1, no. 1. 1951- . Paris, Conseil International des Archives, 1952- . The first issue of the journal of the International Council on Archives, containing the proceedings in Paris of the Assemblée Constituante and the Comité Exécutif, August 21-22, 25, 1950 (p. 23-38) and of the Premier Congrès International d' Archives, August 23-25, 1950 (p. 41-139).
3. Arhivist; organ glavnog arhivskog saveta FNRJ. Vol. 1, no. 1. Jan.-Mar., 1951- . Belgrade, Yugoslavia, 1951- . A new journal of archival administration, published by the Central Archives Council of the Federal People's Republic of Yugoslavia.
4. Baliga, B. S. The archivist and the administrator. *Indian archives*, 4:181-187 (July-Dec., 1950).
5. Bibliographie de la documentation et de la bibliothéconomie, année 1951. *Revue de la documentation*, 18, fasc. 4:184-220 (Dec., 1951). Includes items relating to archives, p. 217-218.
6. Brooks, Philip C. Archivos administrativos publicos (Public records management). Chicago, Public Administration Service, 1952. 22 p. A translation of the English edition, published in 1949.
7. Clapp, Verner W. Archivists and bibliographical control: a librarian's viewpoint. *American archivist*, 14:305-311 (Oct., 1951). A paper read before the annual meeting of the Society of American Archivists, Madison, Wisconsin, October 10, 1950.
8. Dunn, James T. Don't burn those manuscripts! *Vermont quarterly*, 19:203-209

(Oct., 1951). A paper read at the second summer session of the Vermont Historical Society, Montpelier, July 1951.

9. Ellis, Roger H. Archive and ministry. *Indian archives*, 4:188-191 (July-Dec., 1950).
10. Everitt, Charles P. The adventures of a treasure hunter; a rare bookman in search of American history. Boston, Little Brown, 1951. 265 p. The reminiscences of the well-known dealer in Americana, completed shortly before his death in March 1951. Includes many anecdotes relating to manuscripts of various kinds.
11. Goldinger, Walter. Der einheitliche Aktenfond, ein Ziel der Zukunst. *Der Archivar*, 4, no. 2: cols. 112-114 (Nov., 1951).
12. Jenkins, Claude. Notes on some minor records as materials for history. *Indian archives*, 4:111-115 (July-Dec., 1950).
13. Jenkinson, Hilary. Molière and archives. *Indian archives*, 4:108-110 (July-Dec., 1950).
14. Mearns, David C. The nitid crimson. *American archivist*, 15:139-145 (Apr., 1952). A paper read at the annual meeting of the Society of American Archivists held at Annapolis, Maryland, October 16, 1951.
15. Meinert, Hermann. Archive und Dokumentation. *Nachrichten für Dokumentation*, 1, no. 3-4:123 (Dec., 1950). Reflections on the relationship between archives and documentation, as reflected in papers given at the International Congress on Archives, the Deutscher Archivtag, and the Congress of the Deutsche Gesellschaft für Dokumentation.
16. Posner, Ernst. Max Lehmann and the genesis of the "principle of provenance." *Indian archives*, 4:133-141 (July-Dec., 1950).
17. U. S. Library of Congress. General Reference and Bibliography Division. Safeguarding our cultural heritage: a bibliography on the protection of museums, works of art, monuments, archives, and libraries in time of war. Comp. by Nelson R. Burr. Washington, 1952. x, 117 p. An annotated bibliography of 338 entries. Items relating to archives appear on p. 77-105. Published in July 1952.
18. Writings on archives, current records, and historical manuscripts, July 1950-June 1951. Comp. by Lester W. Smith. *American archivist*, 14:333-360 (Oct., 1951).

II. Filing Techniques and Management of Current Records

A. General Discussion

19. Altman, George T. How long should records be kept? *Taxes*, 29:875-878, 935-936 (Nov., 1951).
20. Avery, Vera A. Is your reporting effective? Records Management Association of Chicago, *Bulletin*, no. 4:2-6 (Mar., 1952). A discussion of administrative reporting for a filing department.
21. Beach, Terry. Subject file manuals: the why and how of their development. *American archivist*, 15:105-126 (Apr., 1951).
22. Bernaténé, H. Le document, élément organique du travail administratif. *Revue internationale des sciences administratives*, 17:241-269 (1951).
23. Bucqué, A. L'application de la classification universelle aux archives communales belges. *Revue de la documentation*, 18, fasc. 1:41-44 (Mar., 1951).
24. Calkin, Homer L. Inventorying files. *Public administration review*, 11:242-252 (Autumn, 1951).
25. Casey, Robert S. and James W. Perry, ed. Punched cards: their applications to science and industry. New York, Reinhold Pub. Corp., 1951. 506 p. Contains a useful bibliography.
26. Crocker, Howard W. How should records be protected. *Town clerks topics*, 10,

no. 9:3-4 (Sept., 1951). Extracts from an address by the Supervisor of Public Records, New York State Education Department.

27. DAVIDSON, JOHN T. Measuring a form's legibility. *Office*, 35, no. 6:62-63, 88-91 (June, 1952). Contains data on variation in legibility of successive copies of a 6-part form.
28. DIEBOLD, *Inc., Canton, Ohio*. Business records classification and retention recommendations. Canton, Ohio [n. d.] 17 p.
29. DISPOSITION of useless public records. *Town clerks topics*, 10, no. 7:2 (July, 1951). Contains the provisions of the State of New York for the disposal of public records, as amended by Ch. 724 of the *Laws* of 1951.
30. DWYER, EDMUND D. Improved office work makes the Navy more effective. *Office*, 35, no. 1:96-107 (Jan., 1952). Describes aspects of the U. S. Navy Department's records management program.
31. FISHER, C. L. Microfilm legislation and life insurance records. *Eastern underwriter*, 52:12+ (Dec. 14, 1951).
32. GROVER, WAYNE C. The disposition of county records. *The county officer*, 17: 164-166, 188 (June, 1952). Outlines considerations and procedures involved in establishing a basic records retirement program.
33. HANSEN, R. MØLGAARD. Notes on the development of the UDC in public administration. *Revue de la documentation*, 18, fasc. 2:107-108 (June, 1951). A discussion of the use of the Universal Decimal Classification in classifying administrative materials.
34. HOBSON, FRANCES. When the Mississippi visited Kansas City offices. *Office*, 34, no. 3:7-17, 182-183 (Sept., 1951). Mentions damages to records resulting from the Kansas City floods, including damages to Federal records in the area.
35. HOW TWA saved its files after destructive Kansas City flood. *Aviation week*, 55:66-68 (Nov. 5, 1951).
36. HUFFMAN, EDNA K. Manual for medical records librarians. 3d ed. Chicago, Physicians' Record Co., 1952. 484 p.
37. JAFFAR, S. M. Record-keeping, numerical system. Peshawar [Pakistan] Printed by the Manager, Govt. Print. and Stationery, North-West Frontier Province, 1951. 51 p. Describes the filing scheme devised by the Central Record Office, North-West Frontier Province for filing its own records and urges the importance to the archivist of proper maintenance of current files in all offices of the government.
38. KNOX, FRANK M. Design and control of business forms. New York, McGraw-Hill, 1952. 219 p. (NOMA *office management series.*)
39. LEAHY, EMMETT J. and ROBERT E. WEIL. Planning the rceords storage center. *Office*, 35, no. 6:64-70, 142-147 (June, 1952). A report of some of the findings of the National Records Management Council.
40. MENZIES, ALVA R. Let's study the record. *Office appliances*, 95, no. 4:211-215 (Apr., 1952). An address before the Office Executives Association of New York City, including the "Let's look at the records" checklist, used with permission of Record Controls, Inc.
41. MICROFILM statutes; bank record admissable only as secondary evidence even though State enacted photographic evidence statute. *Banking*, 43:90+ (May, 1951).
42. MICROFILMS preserve engineering drawings at Ford plant. *Machinery*, 57:161 (Aug., 1951).
43. NATIONAL RECORDS MANAGEMENT COUNCIL. Valve controlled record keeping, engineered and installed by the National Records Management Council. [New York, 1952] [8] p. A brochure of case studies illustrating the techniques developed and results accomplished in typical records systems installed by the Council.
44. NEW YORK (STATE) UNIVERSITY. STATE EDUCATION DEPARTMENT. Disposition of local public records, July 1951. [n. p., n. d.] Folder. A folder addressed to all

local public officials, calling their attention to the provisions of the Public Officers Law and the Regulations of the Commissioner of Education governing the destruction, sale, or other disposition of records.

45. O'Connor, John. Airline likes remote filing. *Office*, 35, no. 2:72-80 (Feb., 1952). Describes use made of the Business Archives Center, New York City, and explains the forms and procedures used by the Center.
46. Office robots. *Fortune*, 45, no. 1:82-87, 112, 114, 117-118 (Jan., 1952). Describes uses of electronic computers in the massive paper work of business. "The first UNIVAC, built for the U. S. Bureau of the Census by Eckert-Manchly Computer Corp., subsidiary of Remington-Rand, marks the transition of big electronic brains from scientific to general business and government use."
47. Parker, Ralph H. Library applications of punched cards: a description of mechanical systems. Chicago, American Library Association, 1952. 80 p.
48. Philadelphia. Department of Records. City records inventory and appraisal. [n. p., 1952] 7 p. A memorandum from the Commissioner of Records to all agencies of the Philadelphia city government prescribing procedure to be followed in establishing a city records inventory in accordance with Rule No. 1 of the Department of Records, dated February 8, 1952. Includes a copy of Form 82-1, "City records inventory and appraisal."
49. Pickett, Dorothy A. The fundamentals of filing. *Office*, 34, no. 6: 51-74 (Dec., 1951). An outline for the organization and operation of a filing department.
50. Problems in records management. *Office economist*, 34:8-9+ (Mar.-Apr., 1952). Includes consideration of standards of performance.
51. Record Controls, *Inc., Chicago*. Retention and preservation of records, with destruction schedules. By Records Controls, Inc. (formerly Chicago Bureau of Films [sic] & Indexing). Rev. ed. [Chicago] 1951. 32 p. First published by Chicago Bureau of Filing and Indexing in 1945.
52. Records management program for the City of New York. Municipal Reference Library, *Notes*, 32:21-22 (May, 1952). Describes the new Municipal Records Center, the culmination of combined efforts of the Mayor's Municipal Archives Committee and the National Records Management Council, which was engaged by the Mayor's Management Survey Committee during 1951 to make a records study of five pilot departments.
53. Remington Rand, *Inc.* Management Controls Division. A basic plan for record retention and destruction. [n. p., n. d.] 21 p.
54. Remington Rand, *Inc.* Management Controls Division. Progressive indexing and filing; a text arranged for courses of various lengths covering the fundamentals of indexing and filing, with detailed instruction for classroom practice work. 5th ed. New York, 1950 [i.e., 1951] 304 p. First published by the Library Bureau in 1925 under title: *Progressive indexing and filing for schools.*
55. State cleans up; Michigan streamlines use and storage of government papers. *Business week*, June 2, 1951, p. 90+.
56. Supreme Headquarters Allied Powers Europe. Adjutant General's Division. An explanation of the SHAPE subject file scheme, as presented to the first SHAPE Records Administration Conference, Paris, 12 and 15 June 1951. Paris, 1951. 13 p. Text of remarks by Kenneth W. Munden.
57. U. S. Commerce Department. Personnel Administration Office. Check list for evaluation of the installation and use of the basic personnel records and files system for Federal agencies. April 1951. [Washington] 1951. 23 p.
58. U. S. Congress. House. Committee on the Judiciary. Evidentiary value of microfilmed records. *American documentation*, 2:110-112 (Apr., 1951). Reproduces the text of *H. Rept.* 536, 82d Cong., 1st sess., on *H. R.* 4106.
59. U. S. Congress. Senate. Committee on the Judiciary. Evidentiary value of microfilmed records; report to accompany *H. R.* 4106. [Washington, 1951] 4 p. (82-1, *S. Rept.* 537.)
60. U. S. General Services Administration. Records management program; hand-

book of records classification and filing standards. Prepared by Office of Management, March, 1952. Washington [1952] 1 vol. (loose-leaf).

61. U. S. Laws, Statutes, Etc. An act to amend section 1732 of title 28, United States Code, entitled "Judiciary and judicial procedure" by adding a new subsection thereto "To permit the photographic reproduction of business records and the introduction of the same in evidence." [Washington, 1951] [1] p. (82-1, *Pub. Law* 129.)
62. U. S. Navy Department. Office Methods Branch. Records management review; devoted to improving office methods. Vol. 1, no. 1 (May, 1951-). Washington, 1951- .
63. Weeks, Bertha M. How to file and index. Rev. ed. New York, Ronald Press Co. [1951] 306 p.
64. Zoffman, P. Decimal classification in Danish local administration. *Revue de la documentation*, 18, fasc. 2:107-108 (June, 1951). A survey of Danish efforts during the past fifteen years to establish the Universal Decimal Classification as the means of classifying municipal records.

See also 6, 84, 91, 96-97, 115, 121, 134, 138, 266-267, 273-274, 324.

B. Management and Protection of Current Records in Wartime

65. [American Gas Association] Protect your vital records; joint report of AGA-EEI subcommittees. American Gas Association, *Monthly*, 33:13-16+ (Mar., 1951). A report prepared by the Association in cooperation with the Edison Electric Institute. An abridged version was published in the latter's *Bulletin*, 19:124-127 (Apr., 1951).
66. Bombproof storage for records built into Iron Mountain. *Office*, 34, no. 4:7-8 (Oct., 1951). Describes a warehouse for business records being built into Iron Mountain in the Catskills outside Hudson, N. Y., by Iron Mountain Atomic Storage Corporation.
67. Commerce and Industrial Association of New York, *Inc.* Suggestions for planning a program for protection of business records. New York, 1951. 16 p.
68. Diebold, *Inc.*, *Canton, Ohio.* Approved plan for record survival; record protection techniques for use now against war time or in the event of direct enemy attacks on our cities. [n. p., ©1951] 28 p. (*Technical manual* 851.) Urges the making of security copies of records on microfilm.
69. Leahy, Emmett J. and Robert E. Weil. Will one fire or bomb ruin your company? *Credit and financial management*, 53:7-8+ (Oct., 1951).
70. Office records and the A-bomb. *Office management and equipment*, 12, no. 10: 22, 24 (Oct., 1951).
71. Microfilm safeguards vital records; Ford Motor Company. *National safety news*, 63:85-86 (Apr., 1951).
72. Records protection against bombing; Your storage facilities, by W. H. Ward; Your vault facilities, by J. P. Paca. *Savings and loans news*, May 1951, p. 26-28.
73. A Records protection program; proposed plan [for building and loan associations]. *Savings and loans news*, June 1951, p. 22-23.

See also 17, 74, 92, 162, 165, 224-225, 229, 231, 255-256.

III. History, Organization, and Current Activities of Archival Agencies, Manuscript Depositories and Related Organizations

A. United States in General and Federal Government

74. Adams, Scott. Books and the bomb. American Library Association, *Bulletin*, 46:50-51 (Feb., 1952). Describes the formation of the Joint Committee on the

Safe-guarding of Library Materials in an Emergency, established by the Council of National Library Associations. The Committee will include representatives of the Society of American Archivists.

75. American Documentation Institute. Minutes of the deferred annual meeting, February 26-27, 1952, Library of Congress, Washington, D. C. *American documentation*, 3:[1]-7 (Jan., 1952).
76. American Documentation Institute. Minutes of the Trustees' meetings, February 26, 27, and March 7, 1952. *American documentation*, 3:8-11 (Jan., 1952).
77. American Documentation Institute. Report of the annual meeting [February 1951] *American documentation*, 2:77-80 (Apr., 1951).
78. American Historical Association. Annual report for the year 1950. Vol. I. Proceedings. Washington [1951] 84 p. Of particular interest are the reports of the Executive Secretary, p. 25-29; the Committee on the Littleton-Griswold Fund, p. 51; the Committee on Government Publications, including a summary of accomplishments of historical programs of Federal agencies during World War II and since its close, p. 52-59; the Committee on Documentary Reproduction, p. 59-60; the Ad Hoc Committee on Historians and the Federal Government, p. 60-64; the Ad Hoc Committee on Manuscripts, p. 64-71 (also printed in the *American archivist*, 14:229-240, July, 1951); the representative on the Board of the National Records Management Council, p. 74; and the report of proceedings of the Pacific Coast Branch of the Association at its forty-third annual meeting, p. 81-84.
79. American Historical Association. Minutes of the business meeting, New York, December 29, 1951. *American historical review*, 57:838-840 (Apr., 1952). Includes the resolutions introduced by the Committee on Government Publications urging increased support for the publications programs of the Department of State, the National Historical Publications Commission, and the *Territorial papers of the United States*.
80. American Historical Association. Ad Hoc Committee on Manuscripts. Report. *American archivist*, 14:229-240 (July, 1951). The report of the Committee, which was set up by the American Historical Association in December 1948.
81. Awad, Gurgis. A visit to some libraries in the United States. Baghdad, Arrabita Press, 1951. 109 p. In Arabic. Includes mention of visit to the National Archives.
82. Brooks, Philip C. Archives and the young historian. *Historian*, 14:127-148 (Spring, 1952). Reviews the background of the development of archival profession and movement in the United States and describes the nature of the duties, training, and opportunities in the profession for young historians.
83. Brooks, Philip C. The Society of American Archivists. *Weston's record*, 27, no. 1:10-11 [1951]. An article intended to inform county officials of the aims and objectives of the Society.
84. Brown, Nona. Paper pile up; Washington is solving its problem of records. *New York Times magazine*, Dec. 23, 1951, p. 33. Describes work of the Records Management Division and of the records centers of the National Archives and Records Service.
85. Delaney, Robert F. The administration of intelligence archives. *College and research libraries*, 12:213-219, 232 (July, 1951). The author is director of the Research Center of the Naval Intelligence School, the Research Center combining the features of a "library, archives, laboratory, and study."
86. Deutrich, Mabel. Archival developments in the Lutheran churches in the United States. *American archivist*, 15:127-138 (Apr., 1952).
87. Franklin D. Roosevelt Library, *Hyde Park, N. Y.* The Franklin D. Roosevelt Library, Hyde Park, New York. [Washington, 1951] Folder.
88. Grover, Wayne C. Cooperation for free inquiry. *Wisconsin magazine of history*, 34:202-206 (Summer, 1951). A paper read at the Founders' Day meeting of

the Wisconsin State Historical Society, January 27, 1951, outlining areas of cooperation for archival institutions and manuscript repositories.

89. GROVER, WAYNE C. National Archives and Records Service. *The Americana annual, 1952* (New York, Americana Corp. [1952]), p. 481.
90. GROVER, WAYNE C. A note on the development of records centres in the United States. *Indian archives*, 4:160-163 (July-Dec., 1950).
91. GSA restricts new filing cabinets. *Office*, 35, no. 2:83-84 (Feb., 1952).
92. HALL, ARDELIA R. The recovery of cultural objects dispersed during World War II. State Department, *Bulletin*, 25:337-344 (Aug. 27, 1951). Includes a useful bibliography. Followed, on p. 345, by the Department of State press release of July 27, 1951, entitled "U. S. seeks to replace cultural property displaced during World War II."
93. HAMER, PHILIP M. The program of the National Historical Publications Commission. By Philip M. Hamer, with comments by Paul W. Gates and others. [Washington, 1952] 15 p. Two papers read at the annual meeting of the Mississippi Valley Historical Association in Chicago on April 18, 1952, together with a summary of comments made from the floor.
94. HOLMES, OLIVER W. Areas of cooperation between the National Archives and State archives. *American archivist*, 14:213-222 (July, 1951). A paper read at the annual meeting of the Society of American Archivists, Madison, Wisconsin, October 9, 1950.
95. HOLVERSTOTT, LYLE J., *ed.* Records management, 1867. *American archivist*, 14: 261-263 (July, 1951). Reproduces two letters in the records of the Treasury Department in the National Archives, relating to the records of the Collector of Customs, New York City.
96. INTERAGENCY RECORDS ADMINISTRATION CONFERENCE, WASHINGTON, D. C. GSA regulations on records management. [Washington, 1951] 16 p. Report of the meeting of November 16, 1951, at which Dr. Robert H. Bahmer, Assistant Archivist of the United States, and John S. Lucas of the Agriculture Department were the speakers, Everett O. Alldredge of the National Archives and Records Service presiding.
97. INTERAGENCY RECORDS ADMINISTRATION CONFERENCE, WASHINGTON, D. C. Legislative intent of Public Law 754. [Washington, 1951] 8 p. Report of the meeting of October 12, 1951, at which the Honorable Richard W. Bolling, Congressman from Missouri, and Dr. Wayne C. Grover, Archivist of the United States, were the speakers.
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[©1952] Chapter 6, "Archives," p. 76-79, chapter 7, "Building situation," p. 80-83, and chapter 8, "State Historical Library," p. 84-86, are of particular interest. Recommends provision for a new building to house the Illinois State Library, in the form of a major expansion or extension of the Archives Building. Recommends that the State Historical Library be made a division of the State Library, coequal with the Archives Division.

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1:50-51 (Fall, 1951). Reprinted by permission, copyright 1951, the New Yorker Magazine, Inc.

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301. U. S. LIBRARY OF CONGRESS. MAP DIVISION. The Hotchkiss map collection; a list of manuscript maps, many of the Civil War period, prepared by Major Jed. Hotchkiss, and other manuscript and annotated maps in his possession, compiled by Clara Egli LeGear, with a foreword by Willard Webb. Washington, 1951. 67 p.

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312. U. S. National Archives. Preliminary inventory of the records of the Petroleum Administration for War (Record Group 253). Comp. by James R. Fuchs and Albert Whimpey. Washington, 1951. 152 p. (Preliminary inventory no. 31).
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317. U. S. National Archives. Records in the National Archives concerning age and citizenship. [Washington, 1952] 4 p.
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See also 98, 113, 366, 385, 435.

C. State and Local

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325. Colorado. State Historical Society. Archives Division. Index to materials re-

ceived from the Midland Terminal Railway Company, Colorado Springs, Colorado. [Denver] 1951. 9 l. (*Bulletin* no. 2.)

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333. Illinois Central Railroad, *Company.* Guide to the Illinois Central archives in the Newberry Library, 1851-1906. Comp. by Carolyn Curtis Mohr. Chicago, Newberry Library, 1951. 210 p.

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See also 98, 120, 146-147, 300.

D. Foreign Countries

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352. Curtius, Ernst R. Goethes Aktenführung. *Neue rundschau*, 62, no. 2:110-121 (1951).

353. Griffith, Margaret. A short guide to the Public Record Office of Ireland. [n. p., n. d.] p. 45-58. *Irish historical studies*, 8 (Mar., 1952). The first general guide to be published since the destruction of the Public Record Office in 1922 rendered obsolete Wood's *Guide to the public records of Ireland* (Dublin, H. M. Stationery off., 1919).

354. Hand-List of additions to the collection of English manuscripts in the John Rylands Library, 1937-1951. By F. Taylor. Manchester, 1951. 50 p. Reprinted from John Rylands Library, *Bulletin*, 34:191-240 (Sept., 1951).

355. Historical manuscripts. London. University. Institute of Historical Research, *Bulletin*, 24:96-120 (May, 1951). Lists (1) accessions of manuscripts reported by public or corporate body repositories; (2) migrations of manuscripts by sale or change of private ownership.

356. Jones, Philip E., and Raymond Smith, *comp.* A guide to the records in the Corporation of London Records Office and the Guildhall Library Muniment Room. London, English Universities Press, 1951. 203 p.

357. Laroche, Carlo. Les archives d'outre-mer et l'histoire coloniale française. *Revue historique*, 206:213-253 (Oct.-Dec., 1951). Describes the organization and hold-

ings of the Archives of the several French colonial territories, including a listing by series in some instances.

358. Lewis, Bernard. The Ottoman Archives as a source for the study of the Arab lands. Royal Asiatic Society of Great Britain and Ireland, *Journal*, Oct., 1951, pts. 2-3:139-155.

359. Mateu y Llopis, Felipe. Notas sobre los archivos de la Bailia, la Generalidad y la Governacion del Reino de Valencia. *Revista de archivos, bibliotecas, y museos*, 56:[5]-35 (1950).

360. Mora, Miguel de la and Moisés González Navarro. Jalisco: la historia y sus instrumentos. *Historia mexicana*, 1:143-163 (July-Sept., 1951). A summary of available materials, including archival sources.

361. Ormsby, W. G. The Upper Canada State Papers: an untapped research source. *Ontario history*, 43:29-34 (Jan., 1951). Describes work in progress in the Public Archives of Canada on the arrangement and description of the Upper Canada State Papers (part of the records of the Executive Council of Upper Canada).

362. Ray, Margaret. The Presbyterian Archives Collection of Victoria University. United Church of Canada. Committee on Archives, *Bulletin*, no. 4:4-9 (1951).

363. Timings, E. K. A collector's piece. *Archives*, no. 6:1-4 (Michaelmas, 1951). Describes an item in a collection of detached seals in the Public Record Office, bearing an impression of the Great Seal of the Colony of Virginia. Study of the seal, it is suggested, will throw light on the early administrative history of the Colony.

364. Whitteridge, Gweneth. The parish records of St. Bartholomew the Less. *Archives*, no. 5:22-23 (Lady Day, 1951).

365. Woodley, E. C. Correspondence in the Archives of the United Church housed at Mount Allison University Memorial Library. United Church of Canada. Committee on Archives, *Bulletin*, no. 4:27-30 (1951).

See also 178, 191, 200, 204, 244, 374, 397, 422.

VIII. Application of Photographic Processes to Work with Records and Historical Manuscripts

366. Barcus, Thomas R. Micro-reproduction of Federal publications. *Library journal*, 77:39-41 (Jan. 1, 1952). Considers possibility of reproducing processed United States Government publications by means of microphotography, either on microfilm, microcards, or microprint.

367. [Bastardie, J. J.] Microcopying supplement no. 2 to *Unesco bulletin for libraries. Unesco bulletin for libraries*, 6, no. 5/6:E76-E79, B52-B59 (May-June, 1952). Summarizes the material contained in the report on microphotography published by Unesco (see item entered under United Nations Educational, Scientific, and Cultural Organization, below, in this section) and completes and verifies certain tables contained therein. The author's "Microcopying supplement no. 1 to *Unesco bulletin for libraries*" (*Unesco bulletin for libraries*, 6, no. 2/3:E32-E35, B14-B31. Feb.-Mar., 1952) contains data on cameras and reading machines and discusses problems arising in the exchange of publications by means of microcopies.

368. Bolsée, J. Commission interuniversitaire du microfilm. *Archives, bibliothèques, et musées de Belgique*, 22:85-86 (1951). The Commission will pass upon proposals for reproduction of materials in foreign repositories of significance to the history of Belgium.

369. Born, Lester K. Planning for microfilm operatinos. *American documentation*, 2:[1]-5 (Jan., 1951).

370. Born, Lester K. A synthesis on "microfilm" at the Library of Congress. *Journal of documentation*, 8:[1]-13 (Mar., 1952).

371. Briquet, C. L'encombrement de la documentation et des archives. *Organisation scientifiques* (Bruxelles), 25, no. 3:57-59 (Mar., 1951). Discusses uses of microphotography.

372. Ehrlich, Evelyn S. Photomicrography as a bibliographical tool. *Indian archives*, 6:35-39 (Jan.-June, 1950). Reprinted from *Harvard library bulletin*, 4:123-126 (Winter, 1950).

373. Erickson, Edgar L. Microprint: a revolution in printing. *Journal of documentation*, 7:[184]-187 (Sept., 1951). The author is chairman of the Committee on Documentary Reproduction of the American Historical Association.

374. France. Archives Nationales. Répertoire des microfilms de complement conservées aux Archives nationales et communicables au public. Paris, Imprimerie nationale, 1951. 16 p.

375. Irvine, Dallas D. Storage problems and micro-reproduction. *American documentation*, 2:84-86 (Apr., 1951).

376. Jaegerskioeld, O. Microphotography in Swedish archives and libraries. *Tidskrift för Dokumentation*, 7, no. 4:46-47 (1951).

377. Janicki, W. Recent Swiss apparatus for microfilm reading and for photocopying. *Revue de la documentation*, 18, fasc. 3:135-142 (Sept., 1951).

378. Kaiser, Lisa. Die Verwendbarkeit des Mikrofilms in Archiven und Bibliotheken. *Der Archivar*, 5, no. 1: cols. 24-27 (Feb., 1952).

379. Kuipers, J. W. Microcards and documentation. *American documentation*, 2:89-95 (Apr., 1951).

380. Luther, Frederic. René Dagron and the siege of Paris. *American documentation*, 1:196-206 (Oct., 1950).

381. The Microfilm Library; Oklahoma Historical Society's new project. *Chronicles of Oklahoma*, 29:498-503 (Winter, 1951-52). Lists microfilm holdings of the Society.

382. Moholy, Lucia. The methodics of microdocumentation. *Revue de la documentation*, 18, fasc. 2:77-80 (June, 1951).

383. Offenhauser, William H. Preservation by microfilm. *Special libraries*, 42: 369-373, 397-400 (Dec., 1951). A paper read before the Newspaper Group of the New York Chapter of Special Libraries Association, October 22, 1951, at a session on the subject of "lamination versus microfilm."

384. Organisation for European Economic Cooperation. Documentation techniques in the USA; selection, reproduction, dissemination; report of a group of European experts, 1951. Paris, Organisation for European Economic Cooperation [n. d.] 57 p. Report of a survey of documentation techniques in the United States, including those of public and private agencies, conducted by a group of European specialists in 1950.

385. Philadelphia Bibliographical Center and Union Library Catalogue. Committee on Microphotography. Union list of microfilms. [Eleanor Este Campion, ed.] Rev., enl. and cumulated ed. Ann Arbor, J. W. Edwards, 1951. 1,961 cols.

386. Reichelt, Werner. Technische Hilfsmittel der Mikrodokumentation. *Nachrichten für dokumentation*, 2, no. 1:12-13 (Mar., 1951).

387. United Nations Educational, Scientific and Cultural Organization. Microphotography; report of an enquiry conducted by H. R. Verry of the British Treasury, Organisation and Methods Division, for the United Nations Educational, Scientific and Cultural Organization. [Paris?] 1951. 2 pts. *Contents.*- Pt. I. Countries other than the United States of America; Pt. II. United States of America.

388. U. S. National Archives. The preparation of records for publication on microfilm. [Washington] 1951. 18 p. (*Staff information paper* no. 19.)

389. Verhulst, M. Les applications de la photocopie en matière d'archives. *Organi-*

sation scientifiques (Bruxelles), 25, no. 3:59-63 (Mar., 1951). The author is chief of the Photocopy Service of the Ministry of Justice (Belgium).

See also 31, 41, 58-59, 61, 78, 125, 138, 300, 326, 395, 399, 411.

IX. Service, Use, and Publication of Records and Historical Manuscripts

390. Anderson, Russell H. Pioneering in manuscript seminars. *American archivist*, 14:241-247 (July, 1951). A paper read at the annual meeting of the Society of American Archivists at Madison, Wisconsin, October 10, 1950, describing a program of publicizing the holdings of the Western Reserve Historical Society, Cleveland, Ohio.

391. Association of College and Reference Libraries. Committee on the Use of Manuscripts by Visiting Scholars. Report. *College and research libraries*, 13: 58-60 (Jan., 1952).

392. Autographs on TV as "History in your hand." *Autograph collectors' journal*, 4, no. 1:17-19 (Fall, 1951). Describes a series of programs presented by the National Broadcasting Company and the National Society of Autograph Collectors devoted to autographic material of an historical, literary, or musical character.

393. Blanck, Jacob. Antiquarian book notes: history project announced. *Antiquarian bookman*, July 7, 1951, p. 3-4. A note on the program of the National Historical Publications Commission.

394. Block, Eloise S. Public relations of historical societies. [n. p., n. d.] 12 p. An abstract of a dissertation submitted in partial fulfillment of the requirements for the degree of Master of Science (Journalism) at the University of Wisconsin, 1951.

395. Blum, John M. Editors' camera: "The Letters of Theodore Roosevelt." *American documentation*, 1: 181-184 (Oct., 1950).

396. [British Records Association] The publication of business records. *Archives*, no. 6:17-30 (Michaelmas, 1951). "A report drawn up by a 'working party' invited to discuss and report upon the publication of modern business records."

397. British Records Association. Publications Section. Handlist of record publications. By Robert Somerville. London, 1951. 36 p. (*Publications pamphlet* no. 3.) A list chiefly of record societies' publications, but also noticing separately published works and a few documentary publications appearing in the transactions of learned societies. Intended for the use of editors of record societies as an indication of classes of records that have been published or that, though neglected, may be worthy of publication.

398. Crawford, O. G. S. [Letter to the editor] *Archives*, no. 5:50-53 (Lady Day, 1951). Argues the importance of the publication of topographical documents, which the writer believes record offices have commonly omitted from their publication programs.

399. Donnelly, Joseph, S. J. [Letter of May 22, 1951, to Reverend John Tracy Ellis, Managing Editor, *Catholic historical review*, concerning the project of St. Louis University to microfilm materials in the manuscript collections in the Vatican Library] *Catholic historical review*, 37:232-234 (July, 1951).

400. Eastburn, Walter N. An autograph collector's bible. *Autograph collectors' journal*, 4, no. 2:41-48 (Winter, 1952). Describes a method of recording autograph holdings and includes a table showing recent auction prices of presidential autographs.

401. Goff, Frederick R. The first decade of the Federal Act for Copyright, 1790-1800. Washington, Library of Congress, 1951. 28 p. Reprinted from *Essays honoring Lawrence C. Wroth* (Portland, Me., The Anthoensen Press, 1951).

402. Grover, Wayne C. The National Archives and the scholar. *Military affairs*, 15:

5-10 (Spring, 1951). A paper read before the annual meeting of the American Historical Association at Chicago, Illinois, on December 28, 1950. Published with two other papers forming a symposium on "The historian and the Federal Government" and describing research and publication opportunities as follows: G. Bernard Noble, "The Department of State and the scholar," p. 1-5; Kent R. Greenfield, "Accessibility of U. S. Army records to historical research," p. 10-15.

403. Hasluck, Paul. Problems of research on contemporary official records. *Historical studies: Australia and New Zealand*, 5:1-13 (Nov., 1951). The author was engaged in work on the political and social volumes of the official history of Australia in World War II, and his observations relate to the nonmilitary records of the Commonwealth Government between 1936 and 1946.

404. Hector, L. C. Economies in record publication. *Archives*, no. 7:23-25 (Lady Day, 1952).

405. History of Parliament and its members; progress of a great project. *The Times*, Saturday, Apr. 19, 1952. [2 p.] Reports on progress on a history of the Westminster Parliament, from the beginning to 1901, based on concise biographical sketches of its members. The work is being done under public funds, and the editorial board urges all custodians of manuscripts in the British Isles, in other Commonwealth countries, and in America to call to their attention any fugitive Parliamentary documents.

406. Ireland, Mark L. The right of privacy as it affects history and genealogy. *Michigan history*, 35:202-206 (June, 1951).

407. Kane, Lucile M. The exhibition of manuscripts at the Minnesota Historical Society. *American archivist*, 15:39-45 (Jan., 1952). A paper read at the annual meeting of the Society of American Archivists, Annapolis, Maryland, October 15, 1951.

408. Kane, Lucile M. Interviews and reminiscences. St. Paul, Minn., Minnesota Historical Society, 1951. 8 p. (*Service bulletin* no. 3.)

409. Mahieu, B. Le Service des renseignements aux Archives nationales. *La gazette des archives*, new ser., no. 9:22-31 (Jan., 1951).

410. Meekings, C. A. F. Financial problems of the Barset Record Society. *Archives*, no. 7:26-33 (Lady Day, 1952). A consideration of the financial problems of local record societies, with particular reference to financing publication costs.

411. Morison, Elting E. The letters of Theodore Roosevelt. *Harvard library bulletin*, 5:378-381 (Autumn, 1951). An account of editorial procedures employed in publishing the letters of Theodore Roosevelt.

412. Murray, Eleanor S. Manuscripts as resources. *Vermont quarterly*, 20: 89-104 (Apr., 1952). A discussion of the value of manuscripts in research, as exemplified in their use in the restoration work at Fort Ticonderoga, N. Y.

413. Neiman, Stella D. and Lester J. Cappon. Comprehensive historical indexing: The *Virginia gazette* index. *American archivist*, 14:291-304 (Oct., 1951).

414. Osborn, Albert D. Forged autographs. *Autograph collectors' journal*, 4, no. 1: 41-42 (Fall, 1951). An explanation of methods of recognizing forgeries.

415. Porter, Charles W. Documentary research methods applied to historic sites and buildings. *American archivist*, 14:201-212 (July, 1951).

416. Rice, Stuart A. and Joseph W. Kappel. Strategic intelligence and the publication of statistics. *American political science review*, 45:1058-1068 (Dec., 1951).

417. Russell, Virgil Y. Teaching with autographic material. *Autograph collectors' journal*, 3, no. 4:7-10 (Summer, 1951).

418. Sisson, C. J. The road to discovery. *Western humanities review*, 5:333-341 (Autumn, 1951). Stresses the value of official archives for research in the humanities, particularly in the field of English literature. A paper read before the Modern Humanities Research Association, London, on January 3, 1951.

419. Stein, Harold. Preparation of case studies: the problem of abundance. *Ameri-*

can political science review, 45:479-487 (June, 1951). A descriptive account of the principal problems encountered and solutions adopted by the Committee on Public Administration Cases (now the Inter-University Case Program) in preparing its studies.

420. STORM, COLTON. Covering the bones of American history. *Autograph collectors' journal*, 4, no. 1:31-32+ (Fall, 1951). Describes the Clements Library program of offering lectures to junior high school students.

421. TERENZIO, PETER B. The medical records librarian reviews the law. American Association of Medical Records Librarians, *Journal*, 23:41-43, 53 (Apr., 1952).

422. THOMAS, DANIEL H. The value of the Belgian Foreign Office Archives to students of public opinion. *Public opinion quarterly*, 15:140-142 (Spring, 1951). Stresses the value of the press clippings commonly enclosed in diplomatic despatches.

423. U. S. ARMY DEPARTMENT. OFFICE OF MILITARY HISTORY. Guide to the writing of American military history. [Washington] 1951. 126 p. (*Pamphlet* no. 20-200.) Section II, "Libraries and Archives: how to use them," p. 6-33, is of particular interest. Includes a bibliography, p. 92-126.

424. U. S. ARMY MAP SERVICE. A researcher's guide to the Army Map Service Library. Washington, 1951. 57 p. (AMS *Technical manual* no. 46.)

425. [U. S. NATIONAL ARCHIVES. Use of records in the National Archives] *American historical review*, 57:578-580 (Jan., 1952). An outline of regulations governing and opportunities for research in the National Archives.

426. U. S. NATIONAL HISTORICAL PUBLICATIONS COMMISSION. Report to the National Historical Publications Commission on the proposed documentary history of the First Federal Congress. [Washington, 1951] 20 p.

427. U. S. PRESIDENT, 1945- (TRUMAN) Executive Order 10290. Prescribing regulations establishing minimum standards for the classification, transmission, and handling, by departments and agencies of the Executive Branch, of official information which requires safeguarding in the interest of the security of the United States. *Federal register*, 16:9795, 9797-9801 (Sept. 27, 1951). General regulations governing security classification, dated September 24, 1951, and effective thirty days after publication.

See also, 4, 9, 12, 78-80, 93, 115, 144, 148, 153, 160, 168-169, 187, 206, 215, 281-282, 284, 288, 292, 388.

X. SPECIAL PHYSICAL TYPES OF RECORDS AND HISTORICAL MANUSCRIPTS

428. BAUMHOFER, HERMINE M. Motion pictures become Federal records. *American archivist*, 15:15-26 (Jan., 1952).

429. FILLIOZAT, JEAN. Archives and their make-up in ancient India and the countries with Indian culture. *Indian archives*, 4:126-132 (July-Dec., 1950).

430. FISHER, LORAN L. Notes on film records. *American documentation*, 1:184-190 (Oct., 1950). The author is Chief, Central Motion Picture Film Depository at Wright Field.

431. LONDON. NATIONAL FILM LIBRARY. CATALOGUING DEPARTMENT. Rules for use in the Cataloguing Department of the National Film Library, compiled by Joan M. Fulford & Diana J. Waller. London, British Film Institute, 1951. 14 l.

432. REID, SEERLEY. LC's film catalog cards; what they tell us, what they don't tell us, how we can use them. *Educational screen*, 31:234-235, 249 (Summer [i.e. June] 1952). A note on the Library of Congress catalog cards for motion pictures.

433. RÈGLES catalographiques pour les cartes géographiques. *Cahiers de la documentation*, 5:80-85 (Sept., 1951).

434. STECKZÉN, BIRGER. Storage and preservation of maps in Swedish Military Archives. *Indian archives*, 4:14-19 (Jan.-June, 1950). The author is Director, Kungl Krigsarkivet, Stockholm, Sweden.

435. U. S. Copyright Office. Catalog of copyright entries. Cumulative series. Motion pictures, 1912-1939. [Washington] 1951. 1,256 p.

436. U. S. Library of Congress. Descriptive Cataloging Division. Rules for descriptive cataloging in the Library of Congress; motion pictures and filmstrips. Prelim. ed. Washington, 1952. 12 p.

437. Wisconsin maps; collecting and preserving. *Wisconsin magazine of history*, 35: 21-22 (Autumn, 1951). A brief note describing the historical value of map materials and urging their proper care and preservation.

See also 301, 398, 424.

XI. The Recruitment and Training of Archivists, Custodians of Manuscripts, and Records Officers

438. American University. School of Social Sciences and Public Affairs. Announcement of courses in record and archives administration, 1951-52. Washington, D. C., [n. d.] 7 p.

439. Artonne, André. Création d'écoles d'archivistes en Angleterre. *Bibliothèque de l'École des chartes*, 108:129-131 (1949-50). A note on courses offered at the University of London and the University of Liverpool.

440. Beginn des 2. Wissenschaftlicher Lehrgang der Archivschule Marburg; [und] Bericht der Archivschule über den 1. Lehrgang für Archivinspektorenanwärter. Der Archivar, 4, no. 4: cols. 145-151 (Dec., 1951). Report on the "Archiv-Schule" in Marburg, including the syllabus governing the school as of September 10, 1951.

441. Briet, Suzanne. La formation professionnelle des bibliothécaires et des documentalistes. Rapport complémentaire. *Revue de la documentation*, 18, fasc. 1: 21-27 (Mar., 1951). Includes some mention of professional archival training.

442. Jaffar, S. M. Museology with special reference to archives. Peshawar [Pakistan] Printed and published by the Manager, Govt. Print. and Stationery, North-West Frontier Province, 1951. 18 p. Lecture notes meant originally for trainees at the Central Record Office, North-West Frontier Province, but published now for use in courses of training in museology.

443. Scheffler, Emma M. Institute for the preservation and administration of archives. *Illinois libraries*, 33:422-428 (Nov., 1951). A report on the Institute held in the summer of 1951 by American University under the joint sponsorship of the National Archives and Records Service, the Library of Congress, and the Maryland Hall of Records.

444. Technische Archivkurse in Paris. *Der Archivar*, 4, no. 2: cols. 76-78 (May, 1951). A note on the "Stage technique internationale d'archives," offered at the Archives nationales in Paris for the first time in 1951/52.

445. Tihon, C. Stage Technique d'Archives en France. *Archives, bibliothèques, et musées de Belgique*, 22:83-85 (1951).

See also 54, 82.

Reviews of Books

RICHARD G. WOOD, *Editor*

National Archives

Archivum: Revue Internationale des Archives. Published under the auspices of the International Council on Archives. (Paris, France, Presses Universitaires de France, 1951, première année, numéro 1. Pp. 143. 600 fr. in France, 700 fr. elsewhere; de luxe edition 1,000 fr.).

This number, the only one for 1950, is the initial number of the international journal on archives that grew out of the First International Congress on Archives, held at Paris in August 1950. It relates entirely to the Congress, an admirable account of which was given by Margaret Norton in the January 1951 issue of the *American Archivist.* It includes transcripts of the proceedings of the four plenary sessions devoted to the control of archives, microphotography, private (economic) archives, and bibliographical publications relating to archives.

This preliminary number of *Archivum* is entirely unrepresentative of the journal as planned, and purposely so. But it is a vital number because it contains the discussions that resulted in the review's creation. Specifically, it contains a report on the possibility of an international journal, based on a questionnaire sent to delegates of all countries and prepared by Emilio Re, inspector general of the State Archives of Italy; an effective presentation of the nature of an ideal international journal by Robert-Henri Bautier, archivist, Archives Nationales, France; and a resolution for the establishment of such a journal by Charles Samaran, honorary director of the Archives de France.

M. Bautier felt that such an international journal should contain basic articles not only on specialized archival subjects but also on specific archival source materials for history in specific depositories. He felt that such a journal should also contain a bibliography, perhaps annual, of the principal finding aids and inventories currently published; rules and regulations of archival establishments in different countries; and notices of meetings, communications of the International Council on Archives, and other news items. Articles, he thought, could appear in one of five stated languages, but partially to overcome language barriers, an article in one of the languages might be accompanied by brief resumé in one of the other languages.

This journal could render an outstanding service to those research students whose studies take them beyond the confines of their own country. I refer particularly to students of diplomatic history, of European history, and of genealogy. These students often cannot find without much correspondence the finding aids available on their subjects, the extent to which microfilm and photostatic facilities are available in the larger archives, and the extent to which correspondence files of the foreign or other offices of the major European countries are open for inspection. Perhaps a series of comparative studies relating to

archives of different countries, each carried on cooperatively, might be enlightening both to researchers and to archivists. Such studies could give the details not to be found in a general guide.

One is impressed with the fact that the journal was founded by men of sound ideals who sought a journal of the highest professional standards and one that would have world-wide recognition. Its experienced French editor, André Artonne, feels that it will be an indispensable finding aid and guide. M. Artonne is aided by an editorial committee of the highest caliber: Sir Hilary Jenkinson (England), Dr. D. P. M. Graswinckel (The Netherlands), and Dr. Lester K. Born (United States). The appearance of the 1952 number will be awaited with much interest, for in a true sense that number will mark the real debut of *Archivum.*

MEREDITH B. COLKET, JR.

National Archives

A.B.C.D. Archives, Bibliothèques, Collections, Documentation. Volume I, nos. 4 and 5 (November-December, 1951. January-February, 1952). (Paris, 1951-1952. Pp. 89-122; 123-146. France. 1200 fr. Foreign, 1800 fr. yearly.)

This most recent archival review to make its appearance for the benefit of all archivists comes to us from France. Its alphabetical title *ABCD* is an abbreviation for *Archives, Bibliothèques, Collections, Documentation.* The *ABCD* is a timely contribution for the study and better understanding of world-wide archival problems as it is essentially devoted to the presentation of international archival practices and problems faced by archivists, librarians, and others in related fields.

The *ABCD*, published six times annually, contains a wide selection of articles. Its scope is such that it should interest archivists, librarians, and others in related professions. It is published under the auspices of the Professional Association of French Archivists, the Association of French Librarians, the Association of Conservators of the Public Records of France, and the French Union of Institutions for Documentation. Most of the contributors are French, but the articles focus upon the formulation of techniques of classification, terminology, and documentation adaptable for world-wide use.

The fourth and fifth issues of *ABCD* contain a variety of material that should be of particular interest to archivists. The fourth issue (November-December, 1951) is devoted to the Eighteenth International Conference on Documentation, held in Rome last September. Each of the many groups represented at the conference held sessions to discuss current records problems, and the results of the discussions were summarized in brief speeches. Several of the speeches should be of particular interest to American archivists as they touch on problems that have not been completely solved. Paul Poindron, in an address entitled "Technical Means — Application of Documentation" expressed the hopes (1) that standardization of microfilming with 35 mm. film be universally accepted, (2) that individual rolls be clearly documented to eliminate errors, and (3) that the use of terms "microphotography" and "photomicrography" be clearly distinguished. (The former term coincides with National

Archives usage of the term "microfilming" while the latter refers to photography with the intermediate use of a microscope.) In another address Mme. Dodet, discussing "Bibliography and Analysis," stressed the importance of the standardization of bibliographical citations and the adoption of uniform analytical methods in conjunction with UNESCO. Still another speaker, R. Wilner, suggested in "Problems of General Classification" that the study already begun to harmonize the differences in numerous classification schemes be continued in order to obtain as soon as possible the adoption of a universal classification system. Similar suggestions were made also in regard to the work on a universal decimal system, which is nearing a degree of completion.

In the fifth issue *ABCD* (January-February 1952) the archivist of Greece, C. Constantinidis, gives an illuminating account of the conditions and problems facing Greek archivists. Interestingly enough, most of the Greek records are of the modern era, few dating earlier than the 1820s. In 1940, at the time of the Italian invasion, Greek archivists worked diligently to evacuate some 100 cases of the most valuable documents and records. These were hastily crated and transported to the Bank of Greece. Here, strangely enough, work on the records continued without interruption during the German occupation. In contrast to this happy situation, the internal strife, 1946-49, between differing political factions and ideologies resulted in the destruction of a number of documents that had been preserved through the centuries in isolated convents and monasteries. Similarly, other records of this type had earlier been destroyed during the prolonged occupation by the Turks — some 400 years. Exceptions to this wanton destruction are to be found in the islands, where many records have been preserved. For example, the archives on the island of Crete, which was never really subdued by any conquerors, contain copies of records relating to the Venetians and the history of Crete, 1182-1669. M. Constantinidis' chief complaint is the lack of trained archivists to care for all of these records. "Termites and the humidity have been working more diligently and effectively than the meager staff at his disposal." Many more qualified people are needed to classify and index records that for the most part have remained unattended.

It is encouraging to note that the problems faced by all European archivists due to the destructiveness of two world wars are gradually being resolved. Records, documents, and manuscripts damaged during these wars are being restored and classified; and, whenever possible, lost records are being replaced with facsimiles and the like. The spirit of international archival cooperation that prevails, the iron curtain countries notwithstanding, has been effectively translated into action. One of the best ways for archivists to obtain public support and recognition for their achievements has been through well-planned exhibits. Jacques Letheve in his article "Exhibitions in Libraries in 1951" stresses the view that by discreet selection of historical documents, whether they be personal or national in origin, a means has been found to attract the public and to imbue it with the realization that records are the true documentation of a nation's heritage.

These two issues of *ABCD* contain other articles and addresses that are not here described. Suffice it to say, they are as interesting as those already men-

tioned, and those who can read French would do well to obtain copies of this review. It is indeed a valuable contribution to the needs of all archivists.

ALEXANDER P. MAVRO

National Archives

Lancashire County Record Office Report for 1951. ([Preston, England]), 1952 [?]. Pp. 24.)

This report represents a departure from the usual report of its type. Statistics of the year's activities in the office and in connection with the Festival of Britain are given in narrative form. A list of the accessions, gifts from some 60 individuals and institutions, is arranged alphabetically by donor. As is to be the practice in future reports, one type of county archives, in this case the probate records, is discussed in some detail. The report closes with a brief account of the activities of William Prynne, keeper of the records in the Tower of London under Charles II, and some humorous sidelights on office routine. The frontispiece is a portrait of a seventeenth-century Lancashire clerk of the peace and there are three photostats illustrating recent acquisitions. The report is intended to encourage interest in the records of the county, an interest no doubt stimulated by the Festival of Britain and by the work of the National Register of Archives, which is making a concerted effort to locate and catalog family papers and other records now in private hands and to secure their deposit in London or in local repositories.

ELISABETH G. KIMBALL

Princeton, New Jersey

Catalogues of Presbyterian and Reformed Institutions, by Thomas H. Spence. (Montreat, N. C. Historical Foundation Publications, 1952. Pp. 39.)

Calling attention to the value of school catalogs as archival material, Mr. Spence begins this publication by stating that "catalogues may eventually be accorded their rightful place in American literature." He points out that, although they are "official publications which constitute the bases of potential contracts with students, recruiting emissaries of no inconsiderable usefulness, [and] the objects of minutely exhaustive examination by accrediting agents when the institution involved is an applicant for recognition by such bodies," still they are "among the least likely type of printed materials to be preserved."

In Part I of this booklet, Mr. Spence illustrates the value and utility of school catalogs by presenting short sketches drawn from information in catalogs of institutions affiliated or associated with the Presbyterian and Reformed Churches. Among the subjects discussed are the origin and aims of schools, physical accommodations, social activities of college students, the changing attitude of school officials toward athletics and sports, the cost of education, and information on curricula, credits, and degrees. The sketches are heavily footnoted with references to various school catalogs.

Part II consists of a list of the catalogs of past and present educational institutions affiliated or associated with the Presbyterian Reformed Churches,

copies of which are in the Historical Foundation, Montreat, N. C. Arranged under the five categories of colleges, schools, theological seminaries, universities, and other institutions, the list gives for each entry the name of the institution, the church with which it is or was affiliated or associated, the address, the date of the institution's establishment, explanatory notes (when deemed helpful), and the dates of the catalogs in the possession of the Historical Foundation.

MABEL DEUTRICH

National Archives

A Brief Guide to the Record Groups in the Archives Department of Colonial Williamsburg, prepared by the Archives Department of Colonial Williamsburg, Inc. (Williamsburg, Va. Colonial Williamsburg, 1951. Pp. 8. Processed.)

This small publication provides an excellent guide to a unique group of records that may well be of increasing importance. Colonial Williamsburg was one of the first restoration projects in the United States to be undertaken on a large and exact scale. The records described here are those accumulated, after a disposal schedule for nonrecord materials, from the time Colonial Williamsburg began as an organization 25 years ago. From the preface to the guide it is evident that the work is intended chiefly as a guide to employees of the organization for their use "in developing the second quarter-century" of the project.

The logical arrangement of the series of records and their grouping by general subjects, as well as their clear though brief descriptions, enables one to see at a glance the type of material that is available. Although correspondence apparently makes up most of the records, there are also copies of legal documents, including contracts and leases; financial records; records maintained by architectural and construction firms during the process of restoration; and pamphlets, art work, and negative photographs used or considered for use in publicity for the project. The description of the records gives evidence of the tremendous amount of detailed work, planning, and skill that has been necessary to put Colonial Williamsburg on the touring agenda of virtually every person in the country. These records, as a result of their arrangement, accessibility, and description, may well serve as an example for other organizations planning a similar project. It is evident that colonial Williamsburg believes that its records should be *used*.

MARY JOHNSON

National Archives

Annual Report of the Historical Commission of South Carolina to the General Assembly of South Carolina at the Regular Session of 1952. (Columbia. Printed Under the Direction of the State Budget and Control Board, 1952. Pp. 15.)

In South Carolina official State archival activities are the responsibility of the State's Historical Commission. From this report it is evident that South

Carolina is burdened with problems common to many State archival agencies — a small and underpaid staff to whom the lack of an adequate salary scale and a system of salary increases offers scant economic incentive, inadequate space for the State's noncurrent records, and lack of facilities for rehabilitating the records. The report passes from these discouraging subjects to more optimistic topics. In the discussion of documentary publication strong emphasis is placed on the Commission's plans for publishing the colonial records of South Carolina and on the issuance, in March 1951, of the first volume under this plan. This series will doubtless duplicate a number of the early documents published in the past by the Commission, but the comprehensive publication of all the State's colonial records in a standard set will be an important accomplishment in making available valuable historical source materials.

Although only lightly touched on, another point in the report is encouraging to those interested in the proper preservation of South Carolina's official records. This 1952 report reiterates from previous reports the statement that the present building can accommodate no more records, and says that "the work of the Commission in caring for the records of other State departments as they cease to be of current use has come to a standstill." And it urges the acquisition of a warehouse for temporary use and the construction of an additional building. The reader will take heart from this clear indication that South Carolina archivists are not only looking backward, antiquarian-wise, to the records of South Carolina's honorable past, but are also fully perceptive of the value of later and less hoary records.

Bess Glenn

National Archives

Danske Gesandter og Gesandtskabspersonale indtil 1914, by Emil Marquard, published by the Rigsarchiv (Copenhagen, I. Kommission hos Ejnar Munksgaards Forlag, 1952. Pp. ix, 493 20 Kr.)

Despite its title this publication is a guide to documents in the Rigsarchiv relating to envoys of Denmark. Part I covers the period to 1648 (pp. 3-58), Part II the period from 1648 to 1914 (pp. 61-471). Under each part the countries to which envoys were sent are arranged alphabetically under continents (Part I deals naturally with Europe only); thereunder the envoys and the documents relating to them are arranged chronologically. One notable exception is made to the alphabetical arrangement. In both parts, under Europe, Germany (Tyskland), with its congeries of large and small states, stands first, followed in Part I by France (Frankrig) to Sweden (Sverig) and in Part II by Belgium (Belgien) to Austria-Hungary (Östrig-Ungarn). This was done not only because descriptions of records concerning Germany occupy much more space in the book than those for any other country (Part I, pp. 3-32; Part II, pp. 61-235), reflecting the mass of documentation in the Rigsarchiv relating to envoys sent there, but also because until 1864 Denmark was closely connected with Germany owing to the fact that its King, as Duke of Holstein and Lauenburg, was a German prince.

Under each country the representatives are grouped, when feasible, accord-

ing to rank as follows: Envoys, residents, secretaries of legation, attachés, and others. In the first period, a simpler age, there is usually only one list under a country, and the same is true of the smaller missions in the later period. In the later period, when the system of diplomacy was more developed and the documentation is more ample, an envoy's name and title are followed ideally by date of instructions, full power, letter of credence, arrival and presentation of letter of credence, recall, presentation of letter of recall, acknowledgment of recall, and departure. If other documents are missing, the dates of the first and last despatches are given.

It is interesting to compare this compilation to the *Repertorium der diplomatischen Vertreter aller Länder seit dem Westfälischen Frieden* (1648), vol. I (1648-1715), to which Marquard contributed the Danish section. In the latter volume the arrangement is strictly alphabetical, Brandenburg-Preussen to Trier (pp. 103-119), and thereunder chronological. It lists only heads of missions and fewer documents relating to them. Thus Henrik Villumsen Rosenvinge appears as envoy to England with a letter of credence dated December 19 (29, new style), 1651, and a letter (*Rekreditiv*) of September 29 (October 9, new style), 1660, acknowledging the receipt of the letter of recall. The volume under review provides the same information regarding Rosenvinge and in addition lists other documents, reflecting his goings and comings while Oliver Cromwell was master of England. After the Lord Protector's death, new letters of credence were issued for Rosenvinge — one in May 1659 to the English Parliament and one in June 1660 to the King of England. Unlike the *Repertorium* this volume does not convert dates to new style and give them in the old style as well, nor does it indicate that old style is used, supposedly up to the time when Denmark adopted the Gregorian calendar.

The compilation may also be compared to the *List of Documents Relating to Special Agents of the Department of State, 1789-1906*, compiled by Natalia Summers and published by the National Archives in 1951. This *List*, covering a limited field, is much more precise. The chief series of State Department records are described and below the names of the agents, alphabetically arranged, are given the pertinent series (credences, instructions, despatches, and so on) and the individual documents therein. The *Danske Gesandter* does not relate individual documents to series, which are mentioned only in a general way. A footnote in the introduction states that Marquard's notes, providing references to the sources, are available in the Rigsarchiv. The compilation then approaches more closely in form the Department of State's *Historical Register* (1874) than Mrs. Summers' *List*.

Had Marquard lived to finish his work, it might have been different. There is no reason to doubt, however, that Erik Kroman, who carried it to completion, faithfully pursued the plan laid down. Europeans plainly take a different view of what information is suitable to publish concerning records. In 1855 the Department of State issued a *Catalogue of Manuscript Books . . .* in its custody, which went so far as to show location of records by room and case number! This would hardly be done now. But the practice of relating individual documents to volumes and series seems well established, for it has

the effect of keeping the user's feet on the ground and making him less dependent on the archivist. It may also have the effect of making the compiler of a finding aid more careful. Furthermore, it will tend to encourage the production of historical works more precisely documented and inspiring greater confidence.

Viewed in the broad sense, *Danske Gesandter* is particularly welcome at this time when reminders of the continuity of history are heartening. Denmark has had only two royal houses since the fifteenth century. Its relative stability over the centuries is reflected in the richness (not completeness) of its foreign office records. The editors of the *Repertorium* selected 1648 as the initial date for their first volume, which was published in 1936. Marquard, however, was able to start his volume with documents dated early in the sixteenth century. This compilation will be useful to archivists and historians in the many countries, including our own, which have exchanged envoys with Denmark. We need more compilations of this sort.

Carl L. Lokke

National Archives

W. J. BARROW

Document Restorer

State Library Building

RICHMOND 19, VA.

News Notes

MARY C. LETHBRIDGE, Editor
Assisted by ROY HART, *National Archives*

Department of State
Washington, D. C.

SOCIETY OF AMERICAN ARCHIVISTS

The annual meeting of the Society will be held in Lexington, Kentucky, October 27-28, 1952. The tentative program planned by the program committee is as follows:

Morning Session, October 27 — Topic, "Some Technical Problems Faced by the Archivist." Victor Gondos, National Archives, chairman. Papers include discussion on bindings, by Harold W. Tribolet, Lakeside Press; on fires, by Erwin C. Zepp, Ohio State Archaeological and Historical Society; and on writing inks, by William J. Barrow, Virginia State Library.

Luncheon Conference, October 27 — Presiding, Wayne C. Grover, National Archives. Address, "The Copying Program of the Utah Genealogical Society," by Archibald F. Bennett, Utah Genealogical Society.

Afternoon Session, October 27 — Topic, "Some Practical Problems Faced by the Archivist." Dan M. Robison, Tennessee State Library, chairman. Papers include discussion on annual reports, by Leon de Valinger, Delaware Public Archives Commission; on university archives, by Gaston Litton, University of Oklahoma; and on indexing, by W. R. Jillson, Kentucky Historical Society.

Annual Dinner, October 27 — Presiding, Roscoe R. Hill, Washington, D. C. Presidential address by Lt. Col. William D. McCain, Mississippi Department of Archives and History. Business meeting.

Group Breakfast for University Archivists, October 28 — Presiding, Rev. Henry J. Browne, Catholic University of America.

Morning Session, October 28 — Topic, "Business Records." Emmett J. Leahy, National Records Management Council, chairman. Papers include discussion of the Ford Motor Company Archives, by Henry E. Edmunds, Ford Motor Company; and of the McCormick Historical Society, by Herbert A. Kellar, Wisconsin Historical Society.

Luncheon Session, October 28 — Presiding, William H. Townsend, Kentucky Historical Society. Address, "Research Experiences in Business Records," by Thomas D. Clark, University of Kentucky.

Afternoon Session, October 28 — Topic, "Regional and Local Collections." Discussions of the Filson Club, by Ludie J. Kinkead, Filson Club; of the Western Reserve Historical Society, by Russell H. Anderson, Western Reserve Historical Society; and of the Cornell University Regional Collection, by Edith M. Fox, Cornell University.

THE NATIONAL ARCHIVES AND RECORDS SERVICE

The papers of the Continental Congress and the Constitutional Convention have been transferred from the Library of Congress to the National Archives in fulfillment of agreements reached between the two agencies last spring. The

Declaration of Independence and the Constitution of the United States will be transferred, as indicated in our July issue, on December 15, 1952.

Messages addressed to the Senate by Presidents Washington, John Adams, Jefferson, John Quincy Adams, Van Buren, and Polk are among documents sent to the National Archives recently by the Senate. Found recently in a supposedly empty file drawer in the attic of the capitol, the papers might have been lost forever had not the chief clerk of the Senate by chance opened the one drawer out of 780 that contained them, for the cabinets were destined for disposal. Relating chiefly to routine matters, the records fill gaps in the files of the Senate in the National Archives.

Facsimile reproductions of *Washington's Official Map of Yorktown* at the time of Cornwallis' surrender and of *Washington's Inaugural Address of 1789* have been issued by the National Archives as numbers 21 and 22 in its facsimile series. The facsimiles, presented in handsome folders, are accompanied by short essays on the history and significance of the documents reproduced. Copies may be ordered from either the National Archives or the Superintendent of Documents, U. S. Government Printing Office, Washington 25, D. C., at 75 cents each. A check or money order, made payable to the Treasurer of the United States, should accompany each order.

Finding aids recently published by the National Archives include preliminary inventories of the records of the Office of Inter-American Affairs, the Senate Subcommittee on Wartime Health and Education, the War Refugee Board, the National Recovery Administration, and the Federal Housing Administration (cartographic records only). The last includes a map that graphically shows the cities or areas for which there are FHA maps in the National Archives. A limited number of copies of these publications are available upon request.

During the 2 years ending June 30, 1952, Federal Records Centers have received nearly 1.4 million cubic feet of records from Federal agencies and have facilitated disposal of about 100,000 cubic feet of valueless records. They thus released for other purposes 454,000 square feet of office space, 896,000 square feet of storage space, 59,000 filing cabinets, and 83,000 transfer cases. Estimated savings in rental value of space released amounts to $2,260,000. The replacement value of the released cabinets and transfer cases amounts to $3,365,500 at present prices. Records in centers and depositories are being serviced at the rate of approximately 1,450,000 items a year.

The President of the Senate has designated Ellis S. Stone of the General Accounting Office as a member of the Federal Records Council to succeed E. R. Ballinger, resigned. Mr. Stone is one of four members of the Council representing the legislative branch of the Government.

The National Historical Publications Commission announces the appointment of a committee on the publication of the papers of James Madison. This committee, which consists of David J. Mays, chairman, Francis L. Berkeley, Jr., Lyman Butterfield, William J. Van Schreeven, and Philip M. Hamer, has taken steps to have copies of all known Madison papers assembled and listed under the direction of Mr. Berkeley at the Alderman Library of the

University of Virginia, with a view to eventual publication. The committee thinks that similar action should be taken as regards the papers of James Monroe, but with priority given to the publication of the Madison papers. Persons having information about Madison or Monroe papers that are not readily available in well-known depositories, especially papers in private possession, are urged to communicate with Mr. Berkeley.

THE LIBRARY OF CONGRESS

The Library of Congress has acquired the papers of Cordell Hull, former Secretary of State, which consist of approximately 33,000 documents dating from 1910 to 1950. The papers relate chiefly to his fight for lower tariffs, his continuing interest in taxation during his long service in Congress, and his 12 years as Secretary of State. The Rockefeller Foundation has provided a grant for the arrangement and indexing of these papers. This work is already under way, and, when it is completed, applications to use the Hull papers may be submitted through the chief of the Manuscripts Division.

Mrs. Charles Evans Hughes, Jr., has presented the papers of the late Chief Justice Charles Evans Hughes. This collection of approximately 20,000 items contains information on politics in New York during the early 1900's, the Presidential campaign of 1916, Hughes' tenure as Secretary of State and Chief Justice, as judge of the Permanent Court of International Justice, and as United States representative to various Latin American conferences. These papers may be used only by the permission of the family, which may be secured through the chief of the Manuscripts Division.

The papers of Owen Wister, representing an important addition of 11,000 items to the library's growing collection of literary and cultural source materials, have been donated by the author's children. Of especial importance is his personal correspondence with Rudyard Kipling, Ernest Hemingway, Hamlin Garland, Henry James, S. Weir Mitchell, Theodore Roosevelt, and Henry Cabot Lodge. Under the supervision of the library's staff, the Wister papers were processed by members of the American University's eighth annual Institute on the Preservation and Administration of Archives.

The children of Newton D. Baker have recently presented a large collection of some 52,000 papers of their father. This collection, which has not yet been fully processed, contains materials relating to Baker's public career from 1916 to his death in 1937. Included are a large body of correspondence relating to his career as Secretary of War during World War I and materials dealing with his service on the Permanent Court of Arbitration at The Hague and as a member of the Law Enforcement (Wickersham) Commission, to which he was appointed in 1929. These papers may be used only by permission of the Baker family secured through the chief of the Manuscripts Division.

The personal papers of Gutzon Borglum, sculptor of the Mount Rushmore National Monument in the Black Hills of South Dakota, have been given by Mrs. Borglum. This collection, which numbers more than 20,000 pieces, relates to Borglum's early days in European art schools, his association with the Progressive Party from 1912 to 1916, the Hughes aircraft investiga-

tion of 1918, and the controversy over the Confederate monument on Stone Mountain. Other papers refer to the many monuments and memorials which he executed. Until June 1957 the Borglum Papers may be used only by written permission of Mrs. Borglum and her son Lincoln Borglum.

John W. Davidson was appointed on July 1 as index specialist for the Hull papers on funds granted by the Rockefeller Foundation. Mr. Davidson's work on papers is expected to take about a year. Other appointments, effective September 1, 1952, include Roy F. Basler, executive secretary of the Abraham Lincoln Association, to be chief of the General Reference and Bibliography Division, and Roy F. Cline, assistant professor at Northwestern University, to be director of the Hispanic Foundation.

FOREIGN NEWS

Azores

The second number of the *Boletim* of the District Archives of Angra do Heroismo, Azores, publishes a report on the holdings of this most recent of the Portuguese archives as of the end of the fiscal year 1950. It then had 6,070 codices, 4,245 bundles of manuscripts, and 40 boxes containing miscellaneous papers. The number of manuscript pages in the several collections is at least a million. Some of the papers are of the sixteenth century, and many more of the seventeenth, eighteenth, and nineteenth centuries. The holdings are primarily of interest for the history of the Azores, but there is a considerable amount of material on Brazil and other countries. The collection of church records is especially valuable. Set up as an historical archives, it is now the largest of its kind in the Azores, and one of the largest in all of Portugal. The archives will make microfilm copies of its manuscripts upon request. Further information may be secured from the director, Dr. Manuel Coelho Baptista de Lina, Angra do Heroismo, Ilha Terceira, Azores.

Great Britain

Work on a biographical history of the British Parliament, carried on until 1943 and then dropped because of the war, has recently been resumed. Not merely a biographical dictionary, the work is designed to be a comprehensive social, political, and economic history, following the general pattern of the works already published by J. E. Neale on the Elizabethan parliaments and by L. B. Namier on the eighteenth century parliaments. The history has been divided into three periods, the first ending at 1485, the second from 1485 to 1679, and the third from 1679 to 1901. A special plea is made for information concerning missing records, some of which may be in the United States. Anyone possessing or knowing of historical documents likely to have a bearing on the history should communicate with the secretary of the editorial board at the University of London Institute of Historical Research, Senate House, London, W. C. 1.

F. G. Emmison, archivist of the Essex Record Office, Chelmsford, England, reports that more than a million documents, dating from the year 1115 are housed there. They include county, borough, parish, ecclesiastical, estate, and

family archives. All are cataloged, and there are detailed indexes of subjects, parishes, and persons (the last contains half a million references). Postal inquiries are solicited from persons planning research in English records. Reproductions of documents can be supplied, and American universities and historical societies are invited to inquire about source material, stating the approximate expenditure that might be authorized for suitable illustrations. Record Office publications since 1946 include *Guide*, *Catalogue of Maps*, *Catalogue of Parish Records, Farm and Cottage Inventories, Examples of English Handwriting*, a reproduction of the *Atlas of Essex, 1777*, and *English History from Essex Sources* (2 vols.).

India

A short pamphlet prepared by the director of the National Archives of India explaining the methods of preservation of records has been circulated to all agencies of the government as well as to the State governments, universities, and learned institutions. This step is a preliminary to a conference of departmental representatives of the central government to consider records problems.

On February 8, 1952, B. A. Saletore became director of the National Archives of India, and T. S. Bhatia became assistant director.

Ireland

The report of the council of trustees of the National University of Ireland for 1950-1951 contains a list of manuscripts relating to Ireland that have been microfilmed or photostated through the cooperation of Harvard University Library, the National University, and the Eire Society of Boston.

The National Library of Ireland is microfilming several thousand documents in the Vatican City relating to Ireland. The manuscripts date chiefly from the fourteenth, fifteenth, and seventeenth centuries.

Israel

The Zionist Central Archives in Jerusalem conducted a course in archives administration this summer in cooperation with the Hebrew University and the Ministry of Education and Culture.

Mexico

Robert B. Downs, president of the American Library Association, spent the month of August in Mexico City advising the National Library, the National University, and the National Archives on problems of organization. The National University has under construction a new campus about five miles from the center of Mexico City, and it is planned to move the National Library and the National Archives to the new site.

Norway

At a ceremony in Oslo in May 1952, Sweden's Archivist Anderson transferred to Norway's Archivist Steinnes 80 documents pertaining to Norwegian affairs prior to the separation of the two kingdoms in 1905.

Spain

The first Ibero-American Congress of Archivists, Librarians and Copyright Experts will be held in Spain, October 20 to November 4. An outgrowth of the First National Assembly of the Association of Spanish Librarians, Archivists and Archaeologists, which met in Madrid in 1950, the Congress will consider matters pertaining to copyright and to the standardization of scientific terminology, decimal classification, alphabetization, transliteration, and similar problems arising from the community of language and culture. Spain's Director General of Archives and Libraries is chairman of the permanent committee of the congress.

Turkey

Lawrence S. Thompson, librarian of the University of Kentucky, who served as a consultant to Turkish libraries last winter, outlined a comprehensive program for their development in his report to the Turkish Ministry of Education. Among his recommendations are the establishment of an Institute of Book Care and Preservation, the training of a paleographer at the Instituto di Patologio del Libro in Italy for a year, and the construction of a fully equipped preservation services laboratory staffed by assistants under the direction of the paleographer, who should conduct research and report on preservation problems, issue bulletins and manuals, and advise libraries throughout Turkey. Dr. Thompson also believes the National Library should be a center of cooperation, with an accelerated microfilming program, that a negative microfilm of every valuable manuscript in Turkey should be in an atom-proof vault in Ankara, and that "some institution such as the Library of Congress or Princeton University should be encouraged to take positive prints at cost." Dr. Thompson says that the manuscript libraries of Istanbul have made great progress in the last ten years but adds that consolidation of their collections would effect sufficient reduction in administrative expenses to pay for a much-needed modern building within a decade. He also urges accelerated production of printed catalogs of manuscripts.

ILLINOIS

The University of Illinois Library School conducted a "map workshop" June 9-25. The intensive noncredit course included lectures and discussions on the making, reading, bibliography, care, classification, cataloging, and use of maps, atlases, and aerial photographs.

MINNESOTA

The third annual series of conferences on manuscripts was held for graduate students of history at the Minnesota Historical Society May 1-8. The major repositories in the United States and the types of historical manuscripts and records to be found in each were discussed. Students were permitted to examine materials in the society's collection and in the State archives. A *Selected Bibliography of Guides to Manuscripts in American History*, prepared

by Lucile M. Kane, was distributed for class use. The conferences are a cooperative endeavor of the society, the University of Minnesota history department, and the State archivist.

The Forest Products History Foundation and the Office of Business Records of the Minnesota Historical Society are offering records management services to 9,000 firms in the forest products industry throughout the nation and to 10,000 nonforest products companies in Minnesota. Announcements of the service and a brochure entitled *A Word to the Wise About Records Management* have been distributed, and personal calls are made on firms interested in receiving the service. Two reports already have been prepared for companies that had requested assistance with their records problems. John W. Larson, business records manager for the Forest Products History Foundation, is in charge of service extended to the forest products industry; Lucile M. Kane, curator of manuscripts, heads the Office of Business Records, the department through which service is offered to nonforest products firms.

State archivist Robert M. Brown has completed a preliminary inventory of some 20,000 cubic feet of State auditor's records stored in the capitol basement. Following discussion of the inventory with the auditor and his division heads, retention and disposal schedules were recommended to the Archives Commission for final action.

The records of the executive department of Minnesota from 1849 to 1943 are being arranged and inventoried. Some of the papers had been in the custody of the Historical Society before the creation of the State Archives Commission, but now they are, together with other records transferred by the governor in 1951, in the care of the commission. Records from 1849 to 1914 have been processed, and when the project is completed the inventory will be published.

NEW YORK

During the fifth annual seminar sponsored by the New York Historical Association at Cooperstown, July 6-12, Albert B. Corey, New York State historian, conducted sessions on "The Local Historian," designed to instruct local historians in the preservation of historical materials, and Marshall B. Davidson conducted sessions which considered "Pictorial Americana" as historical documents.

The May 1952 issue of *Municipal Reference Library Notes*, published by the New York Public Library for officials and employees of the city of New York, describes briefly the records management program of the city. The basic plans for such a program were formulated by the Mayor's Municipal Archives Committee appointed by Mayor LaGuardia in 1939 and reactivated by Mayor O'Dwyer in 1948. In 1950 a specially trained municipal archives staff was established in the Rhinelander Building, which had been purchased for records storage. The Mayor's Municipal Archives Committee and its staff, in conjunction with the Mayor's Management Survey Committee and the National Records Management Council, made a pilot records study of five city departments during 1951, and a comprehensive records management program was launched. It provided for the storage of inactive records in the records

center in the Rhinelander Building. Department retention and disposal schedules are being developed, and quick reference service is provided by the center. Since December 1951 the Division of Analysis of the Bureau of the Budget, cooperating with the Mayor's Municipal Archives Committee and the records center, has conducted in-service training courses in records management for personnel in city departments. Officials concerned with records management in other cities, as well as archivists generally, ought to read the entire *Notes* article, of which the above is a somewhat inadequate summary.

It is reported that a private repository for records is being operated near Linlithigo, about 125 miles north of New York City, known as the Iron Mountain Atomic Storage Co. Founded in 1949 by Herman Knaust, the company apparently has converted an abandoned iron mine into an "atom bomb proof vault" in which banks, department stores, insurance companies, manufacturers, and an art dealer are said to be storing their records. Individual vault rooms rent from $900 a year up. We understand that records are shipped to the company in microfilm form, where they are literally "canned" and stored at a cost of $2.50 per can per year. Receipts for stored records are given, and if access to any can of records is needed, it can be opened "the way you'd open a tin of coffee." The entrance to the mine is guarded by an iron door with a complicated time lock, and uniformed guards are on duty night and day.

NORTH CAROLINA

The Department of Archives and History has ordered a Recordak planetary microfilm camera, Model D, to film records of the Emergency Relief Administration and to make microfilm strips for persons requesting copies of records in the department's custody.

Two brochures entitled *Let's Visit the Hall of History* and *The State Literary and Historical Association* have been published by the Department of Archives and History. The first contains instructions for teachers who plan to bring school classes to Raleigh; the second is association membership campaign literature. A bimonthly historical news letter, *Carolina Comments*, is also being published and sent to all members of the association. The first issue appeared in May.

State Archivist W. Frank Burton is chairman of the association's Committee on Historical Materials.

The enlarged library building of the University of North Carolina was dedicated on April 18. It houses the Southern Historical Collection and the North Carolina Collection.

The 14 volumes of records of the First Presbyterian Church of New Orleans recently sent to the Historical Foundation of the Presbyterian and Reformed Churches, Montreat, North Carolina, constitute one of the most impressive deposits yet entered in the archives, according to T. H. Spence, Jr., editor of the Foundation's *News*. While these sessional records proper do not begin until February 3, 1824, congregational minutes date from 1818, and they cover the notable pastorate of Rev. Benjamin Morgan Palmer, 1856-1902.

PENNSYLVANIA

A reproduction of the original library building of the Philadelphia Library Company, organized by Benjamin Franklin and others in 1790, is to be constructed in Philadelphia to house the library of the American Philosophical Society. The original structure, torn down in 1887, is believed to have cost $25,000; to rebuild it will cost $1,000,000.

TENNESSEE

Tennessee's new library and archives building in Nashville was dedicated at a cornerstone-laying ceremony on May 3. The building will be ready this fall to house the State archives and some 250,000 books. Speakers paid special tribute to Mrs. John Trotwood Moore, State librarian emeritus.

VIRGINIA

The Institute of Early American History and Culture at Williamsburg announced recently that an annual award of $500 would be made for a published book in the field of early American history and culture. This field embraces all phases of American history prior to about 1815, including the history of the British areas outside the North American colonies. Any type of work is eligible for the prize, and it may be published by any publisher, provided only that it is in English. The first award will be made in May 1953 for a book published in 1952; the published entry must be submitted to the institute not later than January 15, 1953, to be considered for the prize. If in any year no book submitted attains the standard of excellence desired by the Institute, the prize for that year will be withheld.

The institute has also announced five grants-in-aid of research awarded for 1952-53. The grants were awarded to Leslie V. Broch, College of Idaho; Gerald S. Brown, University of Michigan; William L. Sachse, University of Wisconsin; James Morton Smith, Cornell University; and Marion R. G. Tinking, California State Department of Education. Application for grants-in-aid of research of 1953-54 must be made not later than March 15, 1953, and the awards will be announced on May 15. Inquiries should be sent to the Director, Institute of Early American History and Culture, Box 1298, Williamsburg, Virginia.

New invention will revolutionize Microfilm filing

Now, for the first time, you can group your space-saving microfilm records by *subject*—file and find them as easily as ordinary correspondence.

This new development is KARD-A-FILM, a holding device that gives you *active*, folder-type filing of microfilm records. It's a snap to *add* or *remove* documents. It's easy to use the records right in the card—for life-size viewing or accurate, inexpensive reproduction.

You can put 60 letter-size documents on a single 8"x 5" Kard-a-Film card. You *save*—space and dollars—because one of your *present* file drawers holds over 250,000 Kard-a-Film documents, compared with 3-4,000 letter-size records.

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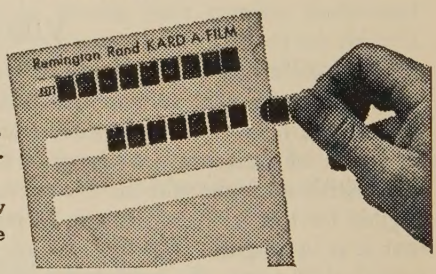

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